

Job Advertisement

Position Title	Project Officer, Sexual Violence Fund Project
Application	Open 18 July 2023 – Closes 9am Monday 7th August 2023
Send Application to	Denele Crozier, project@whnsw.asn.au Please provide a covering letter addressing the criteria and a copy of your CV with any links to successful project work you have been involved in.
Award	SCHADS AWARD or equivalent for sole traders
Rate of Pay/Grading	7.1 – 7.3. Sole Traders are encouraged to apply
Status	Fixed Term Contract – 24 months 38 hours per week
Resources Supplied	Office space, laptops, travel, phone and other project overheads

Women's Health NSW

Women's Health NSW (WHNSW) is the peak body representing the 20 NGO Women's Health Centres (WHCs) in NSW. WHNSW is proactive on priority issues relevant to women's health, advocating for trauma informed models of care and improved health outcomes, policy, practice and legislation so that all women and girls can reach their potential within a gender and culturally safe and healthy environment.

The Sexual Violence Project Fund

Local Pathways for Victim-Survivors of Sexual Assault related Non-Fatal Strangulation (NFS) and Traumatic Brain Injury (TBI)

This **Sexual Violence Project Fund** will, over a two-year period, build capacity within local community, health and justice services to respond rapidly and effectively to NFS and TBI via coordinated resource development, local networks and referral pathways.

WHNSW is the Project Lead and will develop the required resource materials. 15 Women's Health Centres across NSW will develop local referral pathways, help dissemination of information and work in partnership to develop local training opportunities for their own staff and other practitioners.

Overview of Position

Two Project Officers will, in the first phase, work as a team to develop resources, training, assessment and screening tools in consultation with other professionals and organisations. During the second phase, working with the NGO Women's Health Centres, the Project Officers will coordinate the local roll-out of resources and conduct training to raise awareness of the risks of NFS & TBI within the broader community, and the NGO, justice and primary health sectors.

The resource development includes:

- NFS Brochure and video for women and sexual assault victim-survivors
- Training videos and resource kit for General Practitioners, including an assessment and structured decision-making tool;
- Training package, Video and resource kit for community and social service workers, including assessment and structured decision-making tools
- Training Webinar covering case notes and effective documentation of NFS & TBI for legal purposes.

Key Accountabilities and Work Performed

1. Undertake a detailed review of current NFS and TBI information, documentation and processes used by health, police and community sectors.
2. Build and support partnerships with Site Coordinators at 15 Women's Health Centres across NSW and develop communication and actions plan & schedules
3. Develop content for written and digital resource materials including
 - a. Resources for Victim-Survivors of NFS & TBI
 - b. Training & Resources for GPs (including video development)
 - c. Training Package & Resources for relevant professionals/workers across multiple sectors
4. Develop content for professional training package
5. Develop content for webinar; Case Notes and Documentation of NFS & TBI for Legal Purposes
6. Schedule and present training across minimum of 15 sites across NSW

Major Challenges or Constraints

- Multiple relationships and interactions are required to achieve the Project outcomes
- Working to the Project time schedule for performance outputs is essential

Interaction and Communication

A broad range of consultations are required including but not limited to:

- Government: Ministry of Health, Agency for Clinical Innovation, NSW Police
- Medical: Australian Medical Association, Primary Health Network, Local Health Districts
- NGO Peaks, NSW Women's Alliance, Domestic, Family & Sexual Violence Group
- Key Community Stakeholders: Women With Disabilities Australia, Aboriginal Health & Medical Research Council, ACON Health, Older Women's Network and Immigrant Women's Speakout

Selection Criteria

Essential Requirements

1. Tertiary qualifications relevant to social/health policy and or learning/development or, equivalent work experience
2. Demonstrated experience in
 - o Project management and working to meet performance indicators
 - o Development of high-level resources
 - o Professional training programs development and delivery
3. Excellent analytical and communication skills (written, verbal and digital)
4. Demonstrated knowledge of National Plan to End Violence Against Women & Children 2022-2032
5. Experience in community consultation, engagement and development
6. Demonstrated cultural awareness and experience in working with diverse communities
7. Ability to work independently and as part of a team
8. Commitment to feminist principles, gender equity and trauma informed models of care.

Desirable

1. Experience working in the NGO Women's Health Sector
2. Experience working in health services
3. Experience working in the community services or not for profit organisations

Please provide two referees: Name, relationship, phone and email contact details. Referees should be from previous projects where you managed within time, resources and budget.

A criminal record check is a requirement should you be successful.

Women's Health NSW considers that being a woman is a genuine occupational qualification for the position under s.31 of the Anti-Discrimination Act 1977 (NSW).