

# Womens Health & Family Services

## Job Description

### Statement of Duties

Title Family Therapist	Classification Level 5 Full time	Date this Document Reviewed 19-February-19
Service area	Counselling & Support Services/Family & Childrens Services	
Responsible To	To be nominated.	
Overall Purpose	<p>Deliver family counselling services targeting women in Western Australia.</p> <p>This role is responsible for the delivery of couple and family counselling to a diverse range of clients with specific needs within the WHFS Counselling &amp; Support Services and children and family services.</p> <p>The role supports families to develop a clearer understanding of their relationships, recognise roles and patterns they use and enable them to better communicate and make informed decisions about their relationships and their future.</p>	

### Summary of Duties to be Performed

#### 1. Leadership/Communication

- Support the philosophy of Womens Health & Family Services.
- Adhere to the policies and procedures of Womens Health & Family Services.

#### 2. Operational

- Provide high quality, ethical and professional family counselling services, by undertaking systematic assessments, formulating therapeutic case plans and providing couple and family counselling interventions designed to enhance the relationships of the clients.
- As part of the Counselling/Family & Childrens Services team, initiate, plan, implement and evaluate therapeutic, psycho-educative or social groups relevant to the target group.
- Development and maintenance of relevant networks and partnerships with key stakeholders and communities of interest.
- Maintenance of electronic client notes and case management.

#### 3. Clinical Practice

- Management of counselling caseload.
- Work within an integrated collaborative framework
- A working knowledge of relevant legislation in EEO, Disability Services and Occupational Safety & Health.
- Act legally and ethically within the guidelines of WHFS and own professional body as relevant.
- Maintain good practice and standards through professional development.
- Ability to contribute to relevant protocols and policies pertaining to standards of practice in program area.

Downloaded and/or Hard Copy is Uncontrolled. Verify that this is the correct version before use.

C:\Users\khazlitt\AppData\Local\Microsoft\Windows\Temporary Internet  
Files\Content.Outlook\AFCNDLDO\JobDescription\_FamilyTherapist\_20190219.doc

- 
- Understanding of relevant legislation pertaining to area of practice
- 

#### 4. Work Ethic

- Accepts direction and feedback for professional behaviour and implements changes as a result of feedback.
- Demonstrate a good work ethic by keeping to agreed time lines, accepting responsibility for outcome of own work, arriving punctually to meetings and activities, monitoring and reporting to agreed targets and goals.

#### 5. Information Knowledge Management, Quality and Risk

- Participate in knowledge management activities, particularly identification, acquisition, sharing and preserving of knowledge.
- Gather, organise and share explicit and tacit knowledge.
- Update relevant databases of good work practices and lessons learned to retain organisational knowledge.
- Comply with the Quality Management System at WHFS and recognize that it forms a fundamental part of ensuring WHFS has the highest quality and safety standards to ensure delivery of client focused outcomes.
- Carry out any directives that help manage risk including carrying out any agreed risk management activities, reporting incidents in accordance with approved procedures and alerting management to any risk identification or increases in risk that do not appear to have been sufficiently controlled.

#### 6. Other

- Undertake other duties as required.

---

### Selection Criteria

#### Essential

- Tertiary degree in Psychology, Social work, counselling or related field
- Knowledge of social model of health.
- Demonstrated skills in family counselling competencies.
- Experience working with clients experiencing intersecting issues such as domestic violence and mental health
- Understanding of relevant legislation pertaining to area of practice.
- Computer literacy including sound knowledge and proficiency of Microsoft applications, in particular Word and Outlook.
- National Police Clearance
- Current Working with Children Check.

It is the policy of WHFS that all employees undergo national criminal record screening. The screening cost is borne by the employee.

Being female is considered to be a genuine occupational requirement for this position under the Equal Opportunity Act 1984 - Section 34 Exemptions. This allows for the exclusive employment of women in a women specific service.