Position Description

Team Leader - Adults Using Violence Programs

Centre for Non-Violence

Position title	Team Leader - Adults Using Violence programs
Classification	Social, Community, Home Care and Disability Services Award 2010 – Level 6. Pay point dependent upon experience.
Salary range	$118,224.08 – $123,460.48 annually. Hourly rate $59.83 - $62.48. Salary and conditions of employment are as per Social, Community, Home Care and Disability Services Industry Award 2010 (SCHADS) and the Employee Bargaining Agreement (EBA). Copies of both the SCHADS Award and EBA are available at our office.
Conditions	Employee Bargaining Agreement. A mobile phone and laptop will be provided. Flexible Work Arrangements available. Ongoing contract.
Work location	Office based in Bendigo.
Team	Response and Recovery – Men's Programs.
Hours of work	Full-time – 38 hours per week, 1.0 FTE. Some out of hour's work may be required.
Direct reports	Senior Integrated Practice Worker. Integrated Practice Workers. Men's Behaviour Change Workers (including sessional facilitators).
Accountability	Senior Manager Response and Recovery programs

Position Purpose

The Team Leader, Adults Using Violence Programs provides operational leadership, supervision and practice support to staff working across a range of programs for adults using family violence. The role is responsible for coordinating service delivery, managing workflow and demand, supporting workforce development, and ensuring the provision of safe, accountable and high-quality services.

As a member of the Response and Recoveryleadership team, the position contributes to program development, quality improvement and collaborative partnerships to achieve positive outcomes for individuals, families and communities.

Position Context

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CNV delivers a range of programs for adults using family violence with a focus on increasing accountability, supporting behaviour change and enhancing the safety and wellbeing of victim survivors, including children. These programs operate within an integrated model alongside teams working with victim survivors, supporting a coordinated response to family violence risk and the delivery of safe, effective interventions.

Current programs include:

- Men's Behaviour Change (MBC) group program
- Making aMENds group program for fathers
- Perpetrator Case Management
- Place for Change – an accommodation based case management program
- MBC Post Participation Support

CNV continues to develop, expand and strengthen its evidence-based programs based on victim survivor safety and client needs. This role will support CNV in further program development.

This role is an integral part of the Response and Recovery leadership team and supervises a team of staff within CNV's programs for adults using family violence.

Team Leaders are also a part of the broader CNV leadership team and contribute to practice and program development and broader organisational strategic goals.

Key Relationships

INTERNAL

- Leadership at CNV
- CNV Practitioners
- Senior Manager – Response and Recovery
- Senior Program Worker
- Practice Leads

EXTERNAL

- Sector organisations
- Industry professionals and stakeholders
- DFFH, FSV & other Government Departments
- Orange Door staff

Key Accountabilities

Key Result Area	Performance expectations
Build Networks and Partnerships	• Maintain networks and partnerships with key community, family violence, family, and children's services.
Leadership	• Provide direction, leadership, and supervision to staff who are working within CNV's adults using violence programs. • Provide support and mentoring to staff with ongoing performance monitoring and facilitate appropriate measures to ensure that the team

	and individual skills, knowledge, efficiency, and effectiveness are maintained to meet individual and team performance outcomes. • Build a supportive team environment that maximises the individual strengths and capabilities of each team member. • Ensure a safe and healthy work environment in accordance with policies and procedures. • Higher duties as required.
Service Delivery	• Champion the CNV strategic plan to staff. • Oversee, support, and strengthen CNV processes and systems. • Day-to-day program service delivery ensuring the provision of high-quality services to clients. • Oversee referral, intake, assessment, allocation and waitlist processes to support timely and efficient service delivery, while monitoring demand, workforce capacity and program performance. • Delegation of approval for relevant brokerage options available. • Contributing to the broader CNV team and to the practice within Programs and Services. • Ensuring that the CNV feminist philosophy and practice frameworks focusing on holistic and integrated care underpins all service delivery. • Service planning, innovation, and quality, including risk management, ensuring service interventions are evidence-based and reflect best practice and adhere to relevant standards. • Participate in the development, regular review and implementation of policies and practice frameworks within Response & Recovery.
Group Program Planning and Coordination	• Coordinate and lead elements of the Men's Behaviour Change (MBC) program including assessment and group scheduling, facilitation rostering, and contributing to data and reporting requirements. • Drive practice excellence within MBC programs through the formal review, evaluation and continuous improvement of program delivery, ensuring alignment with sector reforms, best practice approaches, the MBC Minimum Standards, MARAM and organisational quality frameworks. • Contribute to the development of policy and procedures within the MBC program.
Privacy, data and security	• Maintaining accurate file records, fulfil data collection and reporting requirements and all other documentation required in a professional and timely manner.

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Competencies

Management Accountability	Ability to lead skilfully within delegated responsibilities; encourage open discussion.
Behave with Integrity	Uphold and model the vision and values of CNV Inc. Treat people fairly and with respect, ability to work within a feminist framework; models and promotes organisational values and adhere to the CNV's Code of Ethics.
Managerial courage	Ability to provide timely and constructive feedback to staff; make difficult decisions and address practice and performance issues.
Negotiating	Ability to negotiate skilfully in difficult situations with staff and the broader service system; to be both direct and diplomatic.
Change Management	Models flexibility, remains accessible and optimistic, and keeps the team focused through periods of uncertainty. Gains commitment for ongoing change through clear and authentic communication which inspires collective ownership.
Resilience	Perseveres to achieve goals, copes effectively, remains calm and in control when under pressure.
Decisiveness	Uses available information and exercises good judgement to make sound, timely and well-informed decisions.
Managing and Measuring Work	Ability to clearly assign responsibility for tasks and decisions; set clear objectives and performance requirements; monitor process, progress, and outcomes; and design feedback loops into supervision.

Leadership Capabilities

Application of Values	Leads and inspires others with self-awareness of our biases and how they may contribute to perpetuating structural and systemic inequality.
Decision Making	Allows for collaborative decision making and is open about the information used to make those decisions.
Transparency, Accountability & Excellence	Recognises own role in achieving goals and contributes to the delivery of team objectives. Addresses poor performance early, clearly, and in line with relevant workplace relations legislation. Drives autonomy in the team by assigning ownership and accountability.
Change Management	Models flexibility, remains accessible and optimistic, and keeps the team focused through periods of uncertainty. Gains commitment for ongoing

	change through clear and authentic communication which inspires collective ownership.
Collaboration & Partnerships	Encourages staff to think and act cooperatively, actively seeks opportunities to break down silos, and build cross team collaboration.
Nurturing Talent	Actively seeks to build capacity and skills of individual staff through coaching, mentoring, and supervision. Supports team members to build emotional self-awareness.
Knowledge	An understanding of broader CNV strategic priorities, and how these are achieved through the team's day to day work. Knowledge of OH&S and HR process.
Empower & Inspire	Shares credit for team success and actively works to celebrate achievement. Supports others to learn from mistakes.
Communication	Is accessible, easy to approach and makes time to listen and reflect.
Diversity & Inclusion	Understands the value of diverse perspectives and supports diverse approaches that enable all individuals to participate to the best of their ability. Leverages individual differences to achieve success.
Workplace Environment	Shows empathy and applies strengths-based solutions to staffing matters, building a safe space for difficult conversations. Proactively works to anticipate and resolve issues that impact wellbeing.
Equality & Power Sharing	Approaches conversations with a view to reaching, where possible, collective decisions and agreements, encouraging contributions from all team members. Delegates effectively.

Key Selection Criteria

Mandatory:

1. A qualification and/or relevant experience, in line with the mandatory minimum qualification requirements for specialist family violence practitioners.
2. Extensive experience in supervising, leading and mentoring staff in a community services field with demonstrated experience to problem solve, encourage, and influence change within a team and the ability to lead, motivate, develop, and mentor staff.
3. Knowledge and understanding of family violence within a gendered, feminist structure and men's use of violence against women and its impact on children / adolescents, including knowledge and/or experience in programs for male perpetrators of family violence.

Essential:

1. Demonstrated experience in the coordination and facilitation of Men's Behaviour Change programs and/or the delivery of specialist family violence interventions with adults using family violence, including comprehensive assessment, risk management and case management.

2. Extensive experience including intake, assessment, case management and service development as it relates to adults using family violence and/or victim survivors, children/young people who have experienced family violence and trauma.
3. A strong understanding of child development, trauma informed practice and the Best Interest Case Practice Model.
4. Extensive knowledge of family violence risk assessment and management frameworks.
5. High level communication and interpersonal skills with the capacity to liaise effectively with a wide range of clients and service providers including the ability to work cooperatively as a member of a team.
6. Ability to work with limited supervision and cooperatively within a team, with the flexibility to adapt to changing priorities and commitment to continuous improvement.
7. Knowledge and understanding of programs for men who use violence towards family members including men's behaviour change, enhanced intake, and case management.

Desirable:

8. Graduate Certificate in Client Assessment and Case Management (Men's Family Violence)
9. Management qualifications or at least 3 years' experience.
10. Knowledge of integrated family violence service delivery to victims (primarily women and children) and perpetrators (primarily men).
11. Demonstrated knowledge of Victorian family violence legislation and relevant practice frameworks.

Minimum mandatory qualifications requirements

As per the minimum mandatory qualifications requirements via https://www.vic.gov.au/mandatory-minimum-qualifications-specialist-family-violence-practitioners all candidates wishing to apply for this role must be able to demonstrate that they:

- Are considered EXEMPT under the policy.

OR

- Hold a Bachelor of Social Work or other equivalent qualification.

OR

- Have minimum 5 years relevant professional experience, OR a related qualification as per the mandatory minimum qualification requirements.

OR

- Hold significant cultural knowledge and experience or lived experience and have faced barriers to educational pathways.

Please note that candidates wishing to enter the specialist family violence workforce via a related qualification or 5 years related professional experience pathway, OR the significant cultural knowledge and experience or lived experience pathways will be required to work towards an equivalent qualification within specified timeframes (as per the mandatory minimum qualifications policy). If you believe these pathways may apply to you and would like more information, please don't hesitate to contact the CNV People and Culture team to discuss this further on (03) 5430 3000 or email vacancies@cnv.org.au.

Application Process

To be considered for this role, you will need to provide a Cover Letter advising how you meet the Key Selection Criteria.

Applicants will be assessed against the Key Selection Criteria listed in the Position Description.

Applications close: 5pm Monday 9 November 2026.
Note: we will review applications as they come in and may close the advertisement earlier.

CNV is an Equal Opportunity Employer; values diversity and encourages applications from Aboriginal and Torres Strait Islander people, people living with disabilities and culturally and linguistically diverse backgrounds.

Further information regarding employee benefits, organisational overview and further job opportunities can be found on the Careers page of our website www.cnv.org.au

Any enquiries can be directed to the People and Culture team on 03 5430 3000 or by email vacancies@cnv.org.au

Other Requirements

Requirements	Performance expectations

Mandatory prior to commencement	• All offers of employment are subject to satisfactory background checks including a National Police Check (including an international police check if resided continuously in an overseas country for 12 months or more in the last 10 years). • A current Employee Working with Children Check (WWCC) card is required and must be provided prior to commencement of employment by the applicant. Currency will need to be maintained by the employee for the period of employment. • All employees are subject to child safety screening and assessment against child safety standards as part of our thorough recruitment process. • Applicants are required to provide a certified copy of relevant Qualifications. • Employees must hold a valid Australian driver's license to drive CNV fleet vehicles.
Eligibility and the Right to Work and Live in Australia	To be considered for employment at the Centre for Non-Violence (CNV) you are required to have Australian citizenship or to be a permanent resident of Australia or have a valid visa that provides work rights. You can gain employment with CNV if you are: • An Australian citizen – a birth certificate, citizenship certificate or current passport is proof of eligibility. • A non-citizen with a valid visa that provides work rights – a current passport containing the visa is proof of eligibility. As the visa has an expiry date, non-citizens can only engage in casual, temporary or fixed term roles that do not extend beyond the expiry date. Documents that are proof of Right to Work: • Australian Passport. • Full Australian Birth Certificate and a form of photo ID. • Australian Citizenship Certificate. • Certificate of evidence of resident status. • Valid visa with work rights.

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Cultural and Child Safety Statement	• CNV is a child safe organisation. We are committed to the safety, participation, and empowerment of all children and young people that engage with our organisation, including but not limited to individuals who identify as Aboriginal and Torres Strait Islander, Culturally and/or linguistically diverse, Gender diverse and/or same sex attracted and People with a disability.
CNV Board Statement of Commitment	• We recognise and acknowledge Aboriginal and Torres Strait Islander peoples as the First Nations people of these lands and waterways. • We acknowledge Aboriginal and Torres Strait Islander peoples' sovereignty, and sacred connection to the lands and waterways and we celebrate their strong and enduring cultures, identities, and self-determination. • We are sorry for the endured trauma and torment of powerlessness inflicted on Aboriginal and Torres Strait Islander peoples as a result of the ongoing impact of colonisation, systemic discrimination, and white privilege. • We accept and acknowledge the invitation to walk with Aboriginal and Torres Strait Islander peoples, and strongly support the Uluru Statement from the Heart, constitutionally enshrined Voice to Parliament and the call for a Makarrata Commission to supervise agreement, treaty, and truth-telling about our history. • We uphold the unique human rights of Aboriginal and Torres Strait Islander peoples as outlined by the United Nations Declaration of the Rights of Indigenous Peoples and seek a future where they have power of their voice, rights, destiny, and their children flourish.
Cultural Safety in the Workplace	• CNV recognises the important and unique contribution Aboriginal and Torres Strait Islander employees make by bringing their unique skills, knowledge, and experience to the workplace. They also contribute important insight into how CNV can provide for and engage with Indigenous clients and communities more effectively.
Commitment to CNV's vision and Philosophies	• Champion and act as an advocate for the highest standards of ethical and professional behaviour. • Strong commitment to CNV's vision, feminist values and principles including an understanding of the role and impact of gender and other inequalities in relation to family violence.
Our commitment to diversity and inclusion	CNV strives to be an inclusive, safe, and responsive organisation that promotes diversity and actively supports inclusion for people and communities identifying as, but not limited to: • Aboriginal and Torres Strait Islander. • LGBTIQA+. • People with disabilities.

	• People from diverse cultural and linguistic backgrounds. • People of all ages. • People with caring responsibilities. • People with diverse religious beliefs or affiliations. All CNV employees, contractors and volunteers are required to: • Take reasonable care to respect differences, to foster a workplace that is safe, healthy, positive, supportive, and free from all forms of harassment, bullying and discrimination. • Undertake all interactions with clients, families and co-workers in a culturally sensitive manner and take appropriate account of cultural and linguistic diversity. • Address any unacceptable behaviour witnessed or experienced within the workplace directly with the individual/s responsible, if safe to do so or report to a relevant Supervisor or Manager. • Participate in and contribute to training, events, and learning opportunities to celebrate differences, increase awareness and understanding of diversity and inclusion. • Raise concerns and/or complaints in a constructive manner, including identifying possible solutions.
Occupational health & safety (OHS)	CNV is committed to ensuring the health and safety of its employees and any other individuals present in our workplaces. In achieving and maintaining workplace health and safety, CNV will apply best practice in OHS in accordance with statutory obligations at all times. All CNV employees, contractors and volunteers are required to: • Take reasonable care for their own health and safety and for that of others in the workplace by working in accordance with legislative requirements and CNV's OHS policies and procedures. • Take reasonable care that their actions or omissions do not adversely affect the health and safety of themselves and others. • Cooperate with any reasonable directions, policies and procedures relating to health and safety in the workplace. • Report all injuries, illness or 'near misses' to their supervisor or manager. • Participate in relevant health and safety training based on roles and responsibilities. • As required, participate in the development and implementation of specific OHS hazard and risk management strategies.

	CNV strongly recommends (but does not mandate) that all employees maintain their COVID-19 vaccination status in accordance with ATAGI advice. In addition to the above, positions with supervision or management responsibility are required to ensure a safe and healthy work environment for all employees, clients, contractors, and visitors. This can be achieved by ensuring all people are aware of and have access to OHS policies, procedures, training, and reporting systems.
Risk Management	• Follow all CNV policies and procedures in relation to risk management. • Conduct risk assessments. • Demonstrate an understanding of, and a commitment to, CNV's Risk Management Framework. • Report all hazards and incidents of which they become aware. • Educate and monitor staff knowledge and practice regarding Risk Management through the provision of induction/probation information, instruction, training, and supervision.
Privacy	• CNV is governed by the Information Privacy Act 2000 and the Australian Privacy Principles (APPs) and is committed to protecting the information it collects, monitoring its use and maintaining its integrity. Therefore, any information collected will be solely for the primary purpose intended and will be destroyed when no longer required. • Ensure all Privacy and Data Security practices as outlined in policy are being maintained by staff through the provision of induction/probation information, instruction, training, and supervision.
Use of Confidential Information	Employees shall not use confidential information to gain advantage for themselves or for any person or body, nor shall they use this information improperly to cause harm to any person, body, or CNV. Both during and after employment with CNV, employees must: • Not communicate confidential or private information to third parties. • Not make use of any information gained through employment at the Centre for Non-Violence Inc for any purpose other than the discharge of official duties. • Only access personal records, files, and information to facilitate direct work.

Position Description Changes

This Position Description is indicative of the initial expectation of the role and subject to change in line with requirements of CNV's goals and priorities, activities or focus of the job. The incumbent can expect to be allocated duties not specifically mentioned in this document, but within the

capacity, qualifications and experience normally expected from persons occupying positions at this level.