



Family Support Newcastle  
*your family, our community*

# Information Package

## Group Facilitator

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Selection Criteria

## Group Facilitator

24hrs/pw Level 4 SCHADS award

**Would you like to part of a team that makes a difference in strengthening the lives of vulnerable families and their children through group work?**

**Part of an organisation that ascribes to high standards of practice, matched with a supportive and generous work place?**

An experienced group facilitator is required for our Family and Relationships Services program (Family Skills). We are seeking applicants who have advanced skills in engaging with participants from a range of backgrounds. This person will also have excellent facilitation skills and values consistent with a gendered understanding of power and relationships and, experience in delivering evidence-based groups.

You will be part of a dynamic, creative organisation that offers flexible employment and generous above-award conditions, including eight days (pro-rata) additional leave per year. We encourage people of Aboriginal and Culturally and Linguistically Diverse backgrounds to apply. FSN is an EEO employer.

The information package containing the selection criteria for this position can be obtained from our website: [www.nfss.org.au](http://www.nfss.org.au); or, by emailing [reception@nfss.org.au](mailto:reception@nfss.org.au).

You are welcome to attend a 'Meet and Greet' on Tuesday 11 June, 3:30 – 4:30pm at our Waratah Family Centre, 2 High Street.

**You must address the selection criteria that is in the Information Package to be considered for the position.**

Closing date: 5pm Friday 14 June 2024

## Selection Process and Application Details

The Child Protection (Working with Children) Act 2012 specifies that before FSN can employ you in this position you will be required to have clearance to work with children from the Working with Children Check.

FSN will also require you to sign a declaration that you have not been charged with or convicted of any action that could be considered to make you unsuitable to work with children or vulnerable adults.

**Applicants will be selected for interview on the basis of how well their applications address the selection criteria.** When the position has been filled an eligibility list may also be created.

### Application Details

To apply please submit a written application **addressing the selection criteria** and email to:

[shellier@nfss.org.au](mailto:shellier@nfss.org.au)

Please Note: For your application to be considered you must address the **selection criteria for the position, include your CV and phone contact for at least two referees. Referees from your most recent positions are preferred.**

Applications close 5pm, Friday 14 June 2024

## FSN - An Overview

Family Support Newcastle (FSN) has operated since 1979 to assist families with children in their care.

The service operates within a philosophy of empowerment through participation in decision making. This philosophy informs all aspects of the service. Clients are encouraged to participate in decision making about the service.

We strive to be open and accountable at all levels. We encourage families to ask questions about the running of the service and to contribute their ideas.

This philosophy also influences the process of decision-making and model of leadership. It involves consultation, honesty, vulnerability, openness and reciprocity between families and workers and between staff members.

We are strongly influenced by feminist thinking that recognises an imbalance of power between men and women. This has resulted from oppressive social structures that force men and women into particular roles. These roles result in men having the public and influential voice, and women the domestic voice. These positions are false and antagonistic. The objectification of women and gendered violence are two significant and harmful outcomes. Both men and women have much to gain from addressing this inequality.

We note that for Aboriginal men and women, this intersects with the impact of colonisation in separating Aboriginal people from their lore, language and culture. The cultural oppression has disempowered both men and women.

The organisation currently operates six projects from two locations in the Newcastle area. We receive approximately \$2m in funding from Federal and State funding providers. Services that we provide include domestic violence services, specific services for fathers and as well as services for families with children.

## Our Mission

Family Support Newcastle promotes healthy, resilient children and young people growing in flourishing families in just and strong communities.

We contribute by providing services which promote the well-being of children and their families, individuals, and communities. We particularly aim to reach those who experience ongoing hardship.

We provide services that include:

- Counselling and individual assistance either in the home or at a centre
- Support to families, with a child centred focus
- Therapeutic group programs with associated child development activities
- Supported playtime activities
- Support to women leaving domestic violence.

We aim to work in ways that are mutually beneficial to families, staff and the whole community and that encourage participation of families and staff in decision making. Our work is built on a strong social justice foundation.

## Our Values

The safety and wellbeing of children and families are at the centre of everything we do

Integrity

Justice

Diversity

Generosity

## Our commitment to Aboriginal People

We acknowledge the history of invasion and subsequent colonisation of this country and the impact this has had on its peoples.

We acknowledge that this is, always has been, and always will be Aboriginal land.

Our commitment is to:

- Provide a respectful, safe and welcoming environment for Aboriginal and Torres Strait Islander peoples.
- Provide services appropriate to Aboriginal and Torres Strait Islander peoples in consultation with Aboriginal and Torres Strait Islander peoples and Aboriginal agencies.
- Proudly and visibly support Aboriginal and Torres Strait Islander rights and openly challenge racism in ourselves and others.
- Develop Aboriginal cultural competence.
- Respectfully learn from Aboriginal and Torres Strait Islander peoples, recognising that this is a life long journey.

We have processes in place to regularly and openly measure and review our effectiveness in implementing this commitment.

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## Position Description FaRS Group Facilitator

Reports to	Team	Location	Position Status	Remuneration
Team Leader	Family Skills Program	Lambton	Part Time 24h	Level 4 PP 1 -4

### PURPOSE

Family and Relationship Services funded by the Australian Government.

The worker will participate in a team that brings creativity, enthusiasm and optimism to the work. Through direct work with families and collaborative working relationships with external agencies they will ensure that FSN provides excellent services that make a significant difference to the lives of all family members.

The service has significant emphasis on the provision of services to families experiencing ongoing hardship. The role requires a solid understanding of, and ability to work with the issues that confront families who are disadvantaged.

### OVERVIEW

This position is responsible for:

#### Service Delivery

Provide services in a manner consistent with FSN Organisation Practice Model and, Family and Relationship Program (Family Skills)

- Research plan, organise, implement and evaluate a minimum of two group programs per school term in partnership with other agencies across nominated geographic regions
- Provide programs that cover a range of content areas relevant to family life and parenting and use of a variety of group work styles
- Provide a written report for each group
- Assist in the evaluation of the project as per funding requirements.

### SPECIFIC TASKS

#### Team Participation & Work Management

Attend and participate in team meetings as required

Contribute to the ongoing development of a dynamic, creative and cohesive team with solid, equitable and honest relationships

Ensure that FSN philosophy, values and model are implemented

Use supervision, professional development and FSN performance accountability processes to enhance outcomes for families.

#### Relationships

Ensure that your working relationships are based on equality between all team members

Liaise professionally with other relevant government and non-government services Work collaboratively with other agencies in delivering services

Establish therapeutic relationships with client families that value the expertise and experience of the family.

#### Program Outcomes

Contribute to the development of appropriate planning and accountability processes

Contribute to the development of evaluative processes as required

Collect program data and contribute to using the data to improve the service to families and to develop more efficient and effective practices.

## **FSN EXPECTATIONS**

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1. Work to promote the vision and mission of the organisation
2. Work within the philosophy and values of the organisation
3. Abide by the Code of Behaviour, confidentiality and all policies and procedures of the organisation. Comply with all statutory provisions applicable to the position and the organisation
4. Implement the FSN commitment to Aboriginal and Torres Strait Islander People
5. Participate as an active member of the FSN team assisting in other appropriate tasks and activities, working consultatively and co-operatively with other staff, and if required, volunteers and management committee members
6. Contribute to the maintenance of an organised, safe and inviting work environment
7. Attend and participate in scheduled meetings and staff development activities
8. Ensure that your working relationships are based on equality between all team members
9. Liaise professionally with other relevant government and non-government services
10. Establish respectful, genuine relationships with client families where appropriate

## **SELECTION CRITERIA**

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1. Degree qualification relevant to the role
2. Demonstrated experience in planning, facilitating and evaluating group programs; delivering activities that focus parenting roles and relationships, from an evidence-based, evidence-informed perspective
3. Demonstrated skills in developing relationships with people from diverse backgrounds in both individual and group settings
4. Demonstrated experience in working with disadvantaged families and communities and often where children are at risk of harm, good understanding of family and domestic violence
5. Understanding of, and experience with child development and child protection
6. Values that are consistent with a feminist understanding of gender related power and control issues and the impact on their families. In addition, the intersection between this, colonisation and the impact on Aboriginal people and their families
7. Ability to liaise and work collaboratively with other agencies
8. Ability to work autonomously and as an effective team member
9. High level written and oral communication skills; good computer literacy; effective organisational skills

### **Approvals/licenses**

- Fully Covid vaccinated
- Current WWCC
- Criminal Records Check
- Current License and Comprehensively Insured Vehicle
- Must be available to work Mondays