



SEWACS Budjungal
Support Services

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Position Description

ROLE	Specialist Domestic Family & Sexual Violence Support Worker (DFSV)
SECTION	South East Women & Children's Services Inc
RESPONSIBLE TO	Executive Officer
STATUS	Full time (38 hours per week) to 30 June 2027
LOCATION	Moruya, covering Eurobodalla Shire
PROBATION PERIOD	Three-month probation period
PAY	SCHADS Award Level 4 (negotiable)
TERMS & CONDITIONS	Employment conditions as per Social, Community, Home Care and Disability Services Industry Award 2010.

http://www.fwa.gov.au/documents/modern_awards/award/ma000100/default.htm

We recognise the rich diversity of people across Australia. We are committed to ensuring that our team is reflective of the diverse community we serve and to supporting a culture of equity, inclusion and diversity. Aboriginal and Torres Strait Islander women and women from culturally and linguistically diverse backgrounds are strongly encouraged to apply.

Being a woman is a genuine occupational qualification for this position under s.31 of the Anti-Discrimination Act 1977 (NSW).

ABOUT SOUTH EAST WOMEN AND CHILDREN'S SERVICES - SEWACS

SEWACS is a community-based organisation providing holistic homelessness, domestic violence, and youth support services across Bega Valley and Eurobodalla Shires. The organisation includes three programs: Staying Home Leaving Violence, Youth Accommodation Service and Eurobodalla Domestic and Family Violence Service. SEWACS places a collaborative and trauma-informed approach at the forefront of all casework.

Vision

Our vision: Break the cycle of Domestic and Family Violence, and homelessness in our region.

Values

We believe in...

- Being an open, welcoming and trusted place. We promise to be genuine, to listen with empathy and kindness, and without judgement.
- Feminism guiding our work. This means we recognise, celebrate and support every person's uniqueness, strengths, and their right to determine their own path.
- Everyone's fundamental right to safety and security. We are activists and grassroots drivers of positive change.
- Owning and being honest about what we do and why we do it. We are committed to learning and doing better together by sharing knowledge and practice.

THE POSITION

The Specialist Domestic Family & Sexual Violence Support Worker (DFSVM) will work closely with the senior specialist DFSVM worker, Staying Home Leaving Violence and Eurobodalla SHS Program Managers, other staff and management to provide appropriate and effective services for women and children experiencing domestic and family violence to remain safely in their own home or in a home of their choice.

BENEFITS OF THE POSITION

To be part of a dynamic feminist organisation that has made and continues to make positive changes for adults and children at risk of homelessness and affected by domestic and family violence. Other benefits of the position include:

- NFP salary sacrificing benefits (up to \$15 900 per year)
- Paid study leave and other leave benefits
- Access to external clinical supervision
- Annual leave loading at 17.5%
- Professional development opportunities

DUTIES

The role of the Specialist Domestic Family & Sexual Violence Support Worker includes, but is not limited to the following duties:

- Where needed coordinate services and advocate on behalf of women not eligible for or on waitlists for other services, ensuring they receive the necessary support and assistance.
- Conduct risk assessments, safety planning, and engage in helping conversations around the safety and well-being of victim-survivors.
- Provide information, advocacy, referral, and support services to women experiencing DFSVM, ensuring a responsive and person-centred approach.
- Offer telephone and face to face information, intake, screening, identification, and triage functions to effectively respond to the needs of clients.
- Establish and maintain collaborative working relationships with key stakeholders, including law enforcement, legal services, housing services, Centrelink, court support, victim support services, and child protection services, to ensure seamless and accessible support for victim-survivors.
- Work within a team.
- Attend relevant networking groups.

RESPONSIBILITIES

- Be actively informed of and carry out work in accordance all SEWACS Budjungal policy and procedures, common law and funding agreement guidelines.
- Maintain strict confidentiality at all times.
- Understand and implement the principles of working as a member of a team.
- Attend and actively participate in work related meetings and training courses as required, some of which may be outside the local area and require overnight stays.
- Be aware of and adhere to relevant legislation and mandatory obligations pertaining to adults and children. Including Child Protection legislation, Interagency Guidelines and legal responsibilities for reporting children at risk.
- Undertake tasks as directed by the Executive Officer.
- Participate in community development projects and structural advocacy activities as required.
- Work within a feminist framework and have a commitment to empowering women and children
- Recognise and monitor job stress and personal needs as a worker and take active responsibility for your own well-being in the workplace.
- Actively represent the service and lobby for change on issues affecting the safety of women and children.

COMMUNICATION

- Keep written records and statistics of all clients accessing the service.
- Participate in the evaluation and implementation of SEWACS Budjungal Strategic and Operational Plans.
- If necessary bring to the Executive Officer issues that may inhibit the smooth operation of the service.
- Participate in external supervision, internal supervision and annual appraisals.
- Attend meetings as requested by the Program Managers and Executive Officer.
- Work collaboratively and respectfully with all SEWACS Budjungal staff and Management.

SELECTION CRITERIA

NOTE: ALL OF THE SELECTION CRITERIA POINTS MUST BE ADDRESSED INDIVIDUALLY FOR YOUR APPLICATION TO BE ACCEPTED

Interview selection will be based on the following selection criteria:

Essential Skills and experience required

- Highly regarded but not essential are: tertiary qualifications in a related Social Sciences or appropriate extensive experience. A minimum qualification of Diploma Community Services Welfare or equivalent.
- Demonstrated knowledge and understanding of the dynamics, complexities, legal and social welfare consequences of domestic and family violence and an understanding of the related effects of DFSV trauma.
- Understanding of the criminal justice response to DFSV including ADVO applications and criminal prosecutions and related legal matters.
- Awareness of the specific issues arising for Aboriginal women and children, women from non-English speaking background, women and children with disabilities and LGBTQIA+ women experiencing DFSV
- Demonstrated ability to establish and maintain professional working relationships with key stakeholders in the local area.
- Strong communication skills and the ability to work with a diverse range of staff, clients and other service providers.
- Comprehensive computer skills in email, data entry and word documents and willingness to learn new software/databases.
- Skills in prioritising tasks and managing time.

Other Requirements

- Successful 'Working with Children' and Criminal History Police Checks.
- Current Drivers Licence.
- Able to travel and attend training as requested.

APPLICATION

Please provide:

- names and contact details of two recent referees
- a cover letter
- a statement addressing selection criteria
- a current resume

For further information please contact Gabrielle Jones, Executive Officer on 0428 136 196

Applications for this position should be forwarded to admin@sewacs.org.au with CONFIDENTIAL Specialist Domestic Family & Sexual Violence Support Worker (DFSV) in subject heading.

Applications close: Sunday 18 October 2026