



## Position Description

<b>Position</b>	<b>Social Worker</b>
<b>Team</b>	<b>Social Work</b>
<b>Reports To</b>	<b>Team Leader Social Work</b>
<b>Location</b>	<b>Across Wellington, Porirua &amp; Kāpiti</b> <i>as negotiated with Team Leader</i>
	<b>1 FTE (37.5hrs), Permanent</b>

### General Responsibilities

As a Social Worker, you will deliver Social Work services to people impacted by sexual violence in accordance with HELP's strategic objectives including:

- Ongoing therapeutic and practical intervention and assessment for clients impacted by sexual violence, including family/whānau
- Crisis support and advocacy for people impacted by sexual violence, including family/whānau
- Development and delivery of education programmes

<b>Key Accountabilities</b>	<b>Outcomes Required</b>
<b>Effectively deliver HELP's Social Work service to clients</b>	<ul style="list-style-type: none"> <li>• Provide Social Work support to clients in accordance with HELP's policies and procedure, and those of SWRB and ANZASW</li> <li>• Provide initial intervention, ongoing therapeutic social work, and practical support for clients during office hours</li> <li>• Provide ACC-funded support services</li> <li>• Manage your own caseload</li> <li>• Actively seek opportunities to develop and practice culturally safe ways of working with Māori.</li> <li>• Maintain required administrative records relating to client work</li> </ul>

	<ul style="list-style-type: none"> <li>● Build and maintain professional relationships with key services and government agencies</li> <li>● Keep the Team Leader Social Work updated on any issues relating to the delivery of HELP's Social Work services</li> </ul>
<b>Training and Education</b>	<ul style="list-style-type: none"> <li>● Assist with the development and delivery of education and prevention workshops</li> </ul>
<b>Member of HELP Social Work Team</b>	<ul style="list-style-type: none"> <li>● Actively work to develop a spirit of teamwork and unity within the team</li> <li>● Attend monthly Social Work Team meetings and monthly Combined Clinical meetings</li> <li>● Attend fortnightly Staff meetings</li> <li>● Attend team trainings as required</li> </ul>
<b>Professional Membership, Development and Supervision</b>	<ul style="list-style-type: none"> <li>● Attend fortnightly external clinical supervision</li> <li>● Ensure Annual Practising Certificate, Supervision Contract and Continuing Professional Development Log are up to date</li> <li>● Maintain relevant professional skills and knowledge through attendance at training as negotiated with Team Leader Social Work</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>● Other duties as negotiated with the Team Leader Social Work.</li> </ul>

## Qualifications, Experience & Skills:

### Qualifications & Experience

- Recognised Social Work Qualification
- SWRB Registration
- Experience working with children, young people, adults and families/whānau

#### *Desirable:*

- *Experience working with people who have experienced sexual violence*
- *Ability to become ACC-accredited*

### Skills & Knowledge

Due to the specialist nature of this role, a strong understanding of social work practice from a holistic and strengths-based position is required. A successful applicant will also need the following:

- Highly developed therapeutic assessment skills
- Knowledge of crisis intervention models
- Robust analysis of sexual violence
- Demonstrated knowledge of Te Tiriti o Waitangi
- Ability to demonstrate cultural responsiveness
- Working knowledge of the criminal justice system as it relates to sexual violence
- Exceptional networking and relationship building skills
- Excellent organisational skills
- High level of written and verbal communication skills
- Reasonable familiarity with Microsoft packages and basic keyboard skills

## Personal Attributes:

- Committed to the articles of Te Tiriti o Waitangi
- Clearly understands professional ethics and confidentiality
- Self-motivated and adaptable
- Able to work in an empathic, non-judgemental, client focussed manner
- Committed to working collaboratively
- Able to work independently with appropriate decision making
- Able to set clear professional boundaries
- Reliable, energetic and brings a sense of humour
- Committed to self-care and professional development