



# Leichhardt Women's COMMUNITY HEALTH CENTRE

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PROVIDING  
WOMEN'S HEALTH  
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- Medical Clinics
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- Complementary Therapies
- Counselling
- Health Education
- NSW Women Partners of Men who have Sex with Men service

## Anti-Violence Case Worker

### About Us:

Leichhardt Women's Community Health Centre (LWCHC) provides health care, counselling and health education to women over 16 years of age living in Sydney's inner west, inner city and southwestern suburbs.

The centre is an accredited service operated by women for women. Its gender and trauma-informed primary health care model provides wrap-around health services, support and education to marginalised and financially disadvantaged women inclusive of those experiencing both transgenerational trauma and systemic racism (both First Nations and Culturally and Linguistically Diverse women). All cis and trans women are welcome.

The centre is funded by Sydney Local Health District (SLHD) and is a registered Public Benevolent Institution Charity with the Australian Charities and Not-for-profits Commission (ACNC) and has been endorsed as a Deductible Gift Recipient (DGR) since 2001.

### About the Opportunity:

Leichhardt Women's Community Health Centre is seeking a qualified and experienced female\* Anti-Violence Case Worker to conduct health focused case management and case coordination to women affected by Domestic and Family Violence and Non-fatal strangulation. This is a permanent part-time position. We highly encourage Aboriginal and Torres Strait Islander women and women from culturally and linguistically diverse backgrounds to apply for this job.

Our Anti-Violence Case Worker position works with our multidisciplinary team to provide support, education, health promotion and referral pathways for women experiencing domestic and family violence. Our care is based on the latest evidence and guidelines, meets legislative requirements and is within the community service, case management and counselling scope of practice. The Anti-Violence Case Worker collaborates with other members of the multidisciplinary team, and statistics collection and evaluation are part of the role.

**Classification:** Social, Community, Home Care and Disability Services Industry Award 2010, Level 4, Pay Point 1-3, depending on experience, with above Award conditions including the option to salary package.

**Rate of Pay:** \$43.08 to \$45.34 per hour depending on experience, plus access to salary packaging.

**Hours:** 14 hours per week

### Essential:

- Relevant tertiary qualifications in either social work/counselling, social welfare or community services.
- Experience in case management with complex clients and victims/survivors of domestic and family violence (DFV).

**Donations of \$2 and above are tax deductible**

We are a Public Benevolent Institution with Deductible Gift Recipient Status  
Funded by NSW Health. ABN 54 497 880 851



- Strong knowledge of local organisations and referral pathways in Inner West Sydney for health related domestic and family violence impacts.
- Understanding of Non-Fatal Strangulation and it's impacts on women.
- Demonstrated ability to work and communicate with vulnerable clients taking into consideration trauma history, cultural and linguistic needs, economic backgrounds, ability needs and stage of life.
- An understanding of the NSW Justice System and Safer Pathways model for DFV service users, as well as Child Protection legislation/Risk of Harm frameworks.
- Strong interpersonal communication ability, including well-developed written and oral communication skills.
- Demonstrated commitment to feminist principles and practice, and strong understanding of trauma informed practice frameworks.
- Demonstrated administrative and organisational skills including computer literacy, data entry and record keeping.

**Desirable criteria:**

- Three (3) years' experience in case management in either specialised homelessness services or domestic and family violence services.
- Experience with specific groups serviced by LWCHC such as migrant and refugee, aged, CALD communities, Aboriginal and Torres Strait Islander communities and LGBTQIA+ and non-binary persons.

**How to Apply**

To apply, please email your resume and a covering letter addressing all the essential and desirable criteria to: [manager@lwchc.org.au](mailto:manager@lwchc.org.au) by 5pm on Wednesday 4 June 2025.

Interviews will be held on Thursday 12 June 2025 in the morning.

Successful applicant to start as soon as possible from 1 July 2025.

LWCHC holds an exemption under the NSW Anti-Discrimination Act and only employs female workers for all positions.

*\*Being a woman is a genuine occupational qualification under s.31 of the Anti-Discrimination Act 1977 (NSW). Employment is subject to a national police check. LWCHC is committed to EEO and Anti-Discrimination Principles. Women from Aboriginal and Torres Strait Islander and diverse cultural backgrounds are encouraged to apply.*

## Position Description

### Anti-Violence Case Worker

Position	Anti-Violence Case Worker
Classification	Social, Community, Home Care and Disability Services Industry Award 2010, Level 4, Pay Point 1–3, depending on experience
Reports to	Manager

#### **Accountability:**

It is the policy of Leichhardt Women's Community Health Centre that all staff:

- Maintain statistics on clients according to LWCHC procedures.
- Maintain health records according to LWCHC protocols.
- Operate in accordance with the LWCHC Constitution, Contract and current policies and procedures.
- Operate within the guidelines set down by the NSW Department of Health
- Participate in staff meetings and attend appropriate training.
- Contribute to strategic planning, decision and policy making and needs assessment.
- Participate in regular staff appraisal and monitoring of work plans.
- Contribute to the organisation's accreditation and continuous quality improvement process.
- Maintain the client-focused approach to service provision with genuine empathy and interest in clients' needs.
- Participate in Work Health and Safety (WHS) monitoring by identifying and responding to any unsafe practices, environment, and situations – assist with implementing interventions to prevent unsafe situations and practices.
- Conduct other appropriate duties as requested by the manager.

#### **Responsibilities:**

- To work with the Manager and LWCHC team to follow the domestic and family violence (DFV) and Non-Fatal Strangulation policies, guidelines and procedures.
- To build LWCHC capacity of professionals to hold health focused, DFV case management client loads.
- To provide health focused case management case/coordination to women affected by DFV, prioritising NFS experiences.
- To monitor and evaluate the current evidence based, trauma informed risk and needs assessment ensuring it is fit for purpose, supports staff's ability to implement and is appropriate for clients.
- Build and maintain partnerships with relevant stakeholders in the Sydney Local Health District.

- Implement the screening questionnaire for LWCHC clients on their experiences of domestic and family violence, mental health experiences, drug and alcohol use to ensure referrals are appropriate and fit for purpose.
- Comply with relevant Child Protection and Risk of Harm reporting requirements.
- To complete tasks as directed by the Manager or Board in line with the KPIs in the Women's Health Funding Agreement.
- To assist in providing written and statistical progress reports in line with reporting requirements.
- Assist with monitoring relevant policy in relation to protocol development, triage processing, screening questions, referral pathways, case management plan and Risk management procedures.
- Keep informed of domestic and family violence and non-fatal strangulation research, data and publications to assist LWCHC in remaining current and up to date for planning, evaluation and service provision purposes.
- Comply with information and data collection, quality improvement, risk management, record keeping, and administrative practices of the organisation.
- Attending events, conferences, and forums where appropriate.
- Maintaining professional development.

**Key performance indicators:**

- Number of clients referred through to AVCM role.
- Number key stakeholders utilised in referral pathways for women.
- Number of clients screened, assessed and referred for DFV and NFS.

**Planning:**

- Participate in meetings as scheduled, including staff meetings, networking, strategic planning, communications and promotion.
- Participate in research projects relevant to the service
- Communicate information from the meetings to any other staff as necessary.
- Assist in identifying gaps in service to assist with service delivery improvements.

**Skills and Knowledge Competencies:**

**Essential:**

- Relevant tertiary qualifications in either social work/counselling, social welfare or community services.
- Experience in case management with complex clients and victims/survivors of domestic and family violence (DFV).
- Strong knowledge of local organisations and referral pathways in Inner West Sydney for health related domestic and family violence impacts.
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