

Position Description

Position Title	Family Violence Coordinator State Wide
Position Number	30011718
Division	Clinical Operations
Department	Mental Health Professional Development Unit
Enterprise Agreement	Victorian Public Mental Health Services Enterprise Agreement 2021-2024
Classification Description	Dependant on qualification
Classification Code	Dependant on qualification
Reports to	Manager Mental Health Professional Development
Management Level	Non Management
Staff Capability Statement	Please click here for a link to staff capabilities statement
Mandatory Requirements	<ul style="list-style-type: none"> • National Police Record Check • Working with Children Check • Registration with Professional Regulatory Body or relevant Professional Association • Drivers Licence • Immunisation Requirements

Bendigo Health

Bendigo Health is a leading regional health service, learn more about us by visiting our website: [Bendigo Health Website - About Bendigo Health](#)

Our organisation is a child safe organisation, committed to the safety and wellbeing of all children and young people. All Aboriginal and Torres Strait Islander adults, children and families will be supported to express and be proud of their culture in an environment that is culturally safe and supported.

Our Vision

Excellent Care. Every Person. Every Time.

Our Values

CARING – We care for our community,

PASSIONATE – We are passionate about doing our best,

TRUSTWORTHY - We are open, honest and respectful

The Position

The State Mental Health Family Violence (MHFV) Coordinator will support Specialist Family Violence Advisors (SFVA's) in Public Mental Health and Wellbeing Services to embed sustainable, effective and system-aligned

family violence practice that is in keeping with the Multi-Agency Risk Assessment and Management (MARAM) framework. This is a fixed term position until the 30th June 2027.

The coordinator role is critical in providing a conduit between mental health services, family violence and child wellbeing sectors to provide state-wide coordination of the Specialist Family Violence Advisor program and support SFVAs capability uplift. The role will support the progress and integration of MARAM and the Information Sharing Schemes in Victorian Mental Health Services.

The role requires well-developed communication skills and an understanding of complex relationships and how to build and develop them. The coordinator will lead important sector engagement online and at times in person. Some travel is an expected component of this role to enable working with workforces at their workplaces.

The MHFV coordinator has state wide responsibilities and is hosted by Bendigo Health. The coordinator will work closely with the AOD state-wide Specialist Family Violence Advisor auspiced by VAADA, and there will be key relationships and coordination with the Department of Health In addition collaboration with the Strengthening Hospital Response to Family Violence (SHRFV) state-wide leadership team, which is based at Bendigo Health, will enable strategic and collegial support. The reporting management is provided by the Bendigo Health Manager Mental Health Professional Development Unit. The work arrangement and office location will be negotiated with an expectation for some on-site presence and co-location with the key sector partners including the SHRFV state-wide leadership team to further strengthen sector collaboration and support sector capability.

Responsibilities and Accountabilities

Key Responsibilities

Primary function overview:

- Provide state-wide coordination of the Specialist Family Violence Advisor program
- Support capability uplift, and FV specialist leadership development for SFVAs
- Promote cross-sector collaboration to increase consistent understanding and confidence in using MARAM and the Information Sharing Schemes (Child Information Sharing Scheme and Family Violence Information Sharing Scheme) in Victorian Mental Health Services
- Identify and help address workforce gaps and barriers in understanding and implementing MARAM and the Information Sharing Schemes
- Support relevant workforce development align with the Mental Health and Wellbeing Workforce Capability Framework
- Key Stakeholder engagement and communication
- Policy interface and reform advice to strengthen system alignment for SFVA practice implementation

Specific responsibilities:

- Support state-wide coordination of family violence, MARAM and information sharing schemes projects for the mental health and wellbeing sector

Convene:

- Leadership Group Meetings
- Mental Health Community of Practice

- Integrated Mental Health and Alcohol and Other Drugs (AOD) Community of Practice
- Special Interest Groups
- In-person SFVA events
- Connect, engage and maintain positive relationships with key stakeholders
- Promote and lead SFVA's in shared resource development and contribution to policy and system improvements
- Provide and support SFVA peer mentoring
- Ensure adequate record keeping to enable DH reports to be undertaken

Reporting and requirements:

- Monthly meetings with the Department of Health
- Annual report due in July 2026 and July 2027
- Additional reporting as required
- Work in partnership with consumers, patients and where applicable carers and families
- Build and utilise collaborative opportunities across the sector, particularly with the parallel AOD state-wide Specialist Family Violence Coordinator and the Strengthening Hospital Response to Family Violence (SHRFV) initiative
- Work collaboratively with colleagues across Bendigo Health

Key Selection Criteria

Essential

1. Current registration as Registered Nurse, Psychologist or Occupational Therapist with the Australian Health Practitioner Regulation Agency (AHPRA) or; Social Worker – membership/meets the eligibility requirements for membership, with the Australian Association of Social Work.
2. Post graduate qualifications in mental health and/or related field/or relevant experience.
3. Specialist Family Violence knowledge and experience. including substantial experience in working within the public mental health or family violence sectors.
4. Demonstrated experience in project delivery.
5. Able to demonstrate a sound understanding of relevant policy directions and legislation, and how these influence and interface with mental health workforce learning and development strategies and organisational culture change.
6. Well-developed negotiation, conflict resolution, influencing, and stakeholder management skills.
7. Demonstrated experience in developing and implementing workforce development and training initiatives.
8. Organisational, administrative and time management skills.

Generic Responsibilities

All Bendigo Health staff are required to:

- Adhere to the **Victorian Government's Code of Conduct**
- Uphold **Occupational Health and Safety** responsibilities, including self-care, safeguarding others, and participating in safety initiatives and reporting.

- Comply with all **Bendigo Health policies and procedures**, including those related to clinical, managerial, and standard work practices.
- Follow **Infection Control** procedures to prevent cross-contamination and ensure the health and safety of all.
- Maintain **strict confidentiality** regarding all organisational, patient, and staff information.
- Engage in **continuous quality improvement** activities aligned with the National Safety and Quality Health Service Standards (NSQHSS).
- Recognise and respect **diversity**, fostering inclusive practices in the workplace and service delivery.
- Staff must carry out all lawful and reasonable directions and comply with relevant professional standards and ethical codes.
- Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Bendigo Health.
- Maintain ability to perform the inherent requirements of this role. Inherent requirements are the essential tasks necessary to perform this role, including reasonable adjustments. Bendigo Health is committed to a safe workplace that supports all employees. The role may require specific physical and cognitive abilities, which can be discussed with the manager during recruitment or at any time. We understand that personal circumstances can change and impact your ability to meet these requirements; additional policies are available to guide you through this process. Please request the relevant procedures for more information.

All Bendigo Health sites, workplaces and vehicles are smoke free.

This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Any elements of this document may be changed at Bendigo Health's discretion and activities may be added, removed or amended at any time.