



Engender
Equality

Manager

Family, Domestic and Sexual Violence Pilot - Service Integrators Initiative

About Engender Equality

Engender Equality is a state-wide not-for-profit organisation that supports people affected by family and domestic violence in Tasmania.

We work to end all family, domestic and intimate partner violence.

We see gender inequality as both the cause and the context of family violence.

We believe that only by actively challenging gender-based oppression can we achieve positive and respectful relationships within healthy, inclusive structures and institutions. This outcome will ultimately benefit the whole Tasmanian community.

We acknowledge that family violence is complex and that it includes a broad range of behaviours that are sometimes not recognised as violence. We also know that people are affected by violence in different ways.

Due to multiple forms of oppression we commit to an intersectional and lifespan understanding of the impacts of family violence.

A dynamic, evolving organisation, Engender Equality's philosophies, practice and resources are based around lived experience and grounded in research. Our progressive approach, combined with three decades of skills, knowledge and hands-on involvement gives us an edge in the fight for gender equality in Tasmania.

Our Vision, Values and Service Philosophy

Vision

Our communities living free from violence

Mission

We apply deep expertise through:

- An individual approach with trauma-informed counselling and services.
- A community approach with workplace training, psycho-education groups and public forums.
- A systemic approach with education, research and advocacy.
- A social approach – promoting policy awareness and improvement.

Values

Ethical: *We promote professional practices and service provision.*

Inclusive: *We are inclusive and embrace diversity.*

Practice integrity: *We challenge discriminatory behaviours and attitudes.*

Expect safety: *We ensure physical, psychological, and emotional safety.*

Community focused: *We facilitate community capacity.*

Trust: *We maintain trust by consistently applying our values, principles and service philosophy.*

Service Philosophy

Engender Equality maintains that the best opportunity for supporting change and achieving goals is created when people we serve are positioned as experts in their experience and at the very centre of the organisation. Our service philosophy is built on the following positions:

- Family violence is a human rights violation. Violence is unacceptable within a relationship.
- Women, gender diverse and non-binary people, and children have the right to safety within their homes.
- Family violence involves abuse of power and is predominantly directed towards women by men.
- Family violence and abuse is a reflection of the inequities between men and other genders in this society.
- Perpetrators of violence are responsible for the violence.
- Legal sanctions are part of the response to family violence.

FDSV Service Integrators: Service Context

Engender Equality has been contracted by Primary Health Tasmania to deliver the 'Family, Domestic and Sexual Violence Pilot -Service Integrators Initiative' to June 2026, in partnership with the Sexual Assault Support Service (SASS) and North and North West Tasmania Sexual Assault Support Services (Laurel House).

This involves establishing a new service with a statewide team of Service Integrators to:

1. Provide a FDSV referral support service for General Practices/AMSs
2. Undertake capacity building activities with General Practices/AMSs about FDSV
3. Undertake capacity building activities with FDSV services about General Practices/AMSs
4. Apply the expertise of victim-survivors of FDSV in undertaking (1) to (3) above
5. Participate in research and evaluation of the PHT pilot.

The implementation of (1) to (5) above will be supported by:

6. Specialist practice and clinical governance
7. Data collection and reporting
8. Engagement with PHT and its partners
9. Administrative and logistics support for the Service Integrator team
10. A Governance Committee, comprised of the CEOs of SASS, Laurel House and Engender Equality.

Commitment to partnership

The three specialist FSV services delivering this service are committed to applying non-hierarchical, feminist approaches to working together. This means that Engender, Laurel House and SASS will foster and maintain a relationship of supportive equals. It is expected that the Manager – and the entire Service Integrator team – work in the same way, across all team members employed by each partner organisation.

Key Service Instruments

The Service Integrators Initiative will be implemented in accordance with the following key instruments:

- **Funding agreement** between PHT and Engender Equality titled "Family, Domestic and Sexual Violence Pilot - Service Integrators Initiative Contract no. CN1849"
- **Sub-Contracts** between Engender Equality and SASS; and Engender Equality and Laurel House
- **Service Integrators Operational Plan** approved and monitored by the Governance Committee, including relevant **Service Integrators Performance Indicators**
- **Service Integrator Manager Position Description** approved by Governance Committee (*this document*)
- **Service Integrator Operational Coordinator Position Description** approved by Governance Committee
- **Regional Service Integrator Position Description** approved by Governance Committee

Position Description

Job Title: Manager - Service Integrator Initiative
Location: Engender Equality (State-wide)
Classification/Salary: SCHADS, Level 7
Employment Status: Full-time 37.5 hours/week
Reports to: Chief Executive Officer
Specifications: Fixed Term Contract to 30 June 2026 (may be extended subject to continuation of funding for Service Integrator Initiative).

Role Purpose

Reporting to the Chief Executive Officer, the Manager - Service Integrator Initiative is a leadership role, responsible for:

- supervision of a team of Regional Service Integrators (5.0 FTE) and an Operational Coordinator (1.0 FTE)
- implementation of the Service Integrator Operational Plan
- ensuring compliance with the PHT Service Integrator Funding Agreement
- monitoring and managing risks associated with the Service Integrator Initiative
- other duties that enable the safe and effective delivery of the Service Integrator Initiative.

Role Responsibilities and Accountabilities

In close consultation with Engender CEO, and relevant managers in SASS and Laurel House, the responsibilities and accountabilities of the Manager - Service Integrator Initiative are:

Lead the Service Integrators Team

- Guide and enable all members of the Service Integrators team (variously employed by Engender, SASS and Laurel House) to successfully meet the requirements of their Position Descriptions and implementation of the Service Integrators Operational Plan
- Provide direct, day-to-day line management of members of the Service Integrators team employed by Engender Equality, including application of human resources policies and procedures and performance management
- Facilitate recruitment of Regional Service Integrators and the Operational Coordinator (in consultation with SASS and Laurel House as required)
- Provide high quality induction and on-boarding for Regional Service Integrators and the Operational Coordinator

- Oversee the Service Integrator service environments – including spaces, equipment and technology – to ensure the safety and comfort of clients and staff, with support from Engender Equality’s logistical and administrative personnel
- Facilitate Service Integrator team building opportunities.

Develop and Model Best Practice

- Develop and guide the implementation of Service Integrator resources, tools and methods
- Ensure the application of the Code of Practice for specialist family violence services
- Ensure Service Integrators comply with the clinical governance requirements of the PHT Funding Agreement
- Provide case-specific practice support for Regional Service Integrators and the Operational Coordinator
- Model best practice through direct provision of Service Integrator services, where required
- Plan and implement continual improvements to the Service Integrator Initiative based on client experience, staff contributions and emerging research and practice
- Maintain quality standards and external compliance requirements relating to the Service Integrator Initiative
- Develop and facilitate the implementation of professional development plans for Regional Service Integrators and the Operational Coordinator (in consultation with SASS and Laurel House as required)

Apply an intersectional feminist framework

- Challenge gender and power issues underlying FDSV on both personal and social levels
- Ensure a focus on the accountability of perpetrators
- Consider and apply intersectional approaches to FDSV experienced by people experiencing multiple forms of oppression, discrimination, vulnerability and disadvantage
- Lead the Service Integrator team to address FDSV by applying feminist frameworks and underpinning theories.

Management of the Service Integrators Initiative

- Manage the planning and delivery of services to ensure all General Practices and Aboriginal Medical Services in Tasmania receive quality and timely Service Integrator services
- Oversee a phone and web-based Referral Support Service operating 8.30-4.30 Monday-Friday
- Oversee a program of capacity building activities with General Practices/AMs about FDSV
- Oversee a program of capacity building activities with FDSV services about General Practices/AMs
- Apply the expertise of victim-survivors of FDSV across all relevant aspects of the Service Integrator Initiative

- Oversee the collection, collation, analysis and reporting of Service Integrator data in accordance with the requirements of the PHT Funding Agreement
- Ensure achievement of external and/or internal performance targets for the Service Integrator Initiative services
- Ensure delivery of the Service Integrators Initiative in accordance with budgets, financial systems and available resources

Strategic Management Role

- Proactively identify new and innovative ways to increase the capacity of general practices and Aboriginal Medical Services to respond to FDSV
- Identify problems in policy and practice that negatively impact general practices and Aboriginal Medical Services responding to FDSV, and develop solutions to these problems
- Organise and administer own work programs and strategic focus, amid competing priorities, applying time management strategies and tools
- Support the Engender/SASS/Laurel House Governance Committee, including secretariat functions for Committee meetings and the provision of timely and accurate reporting on the performance of the Service Integrator initiative
- Lead community and interagency cooperation and collaboration to support the successful implementation of the Service Integrators Initiative
- Actively maintain the partnership between Engender, SASS and Laurel House (except where a responsibility of the Governance Committee)

Monitor and Manage Risk

- Oversee the implementation of risk assessment and management processes for the Service Integrator Initiative
- At the direction of the CEO, support the Engender Equality Board to effectively manage risks associated with the Service Integrator Initiative, including via a Engender Equality's Clinical Governance Framework.

Other Responsibilities

- This position description is not intended to be an exhaustive list of duties. The person selected for this role will be expected to perform other related tasks requested by the CEO and as necessitated by the development of this role and the development of the organisation.

Selection Criteria

- Relevant tertiary qualification and/or relevant professional experience in the domestic, family and sexual violence sector, including direct experience supporting victim-survivors
- Demonstrated capacity and experience leading a high-performing team to implement a complex project across multiple locations.
- Highly developed interpersonal and communication skills, including the capacity to effectively communicate in diverse professional contexts
- Demonstrated knowledge of Tasmanian service frameworks relating to domestic, family and sexual violence, including child sexual abuse
- Demonstrated commitment to applying a feminist, intersectional framework for understanding family and sexual violence and its impacts on women, gender diverse and non-binary people, children and family relationships

Other Mandatory Requirements of this Role

- Must hold Australian citizenship or be a permanent resident of Australia.
- Must satisfactorily comply with National Police Clearance and Working with Vulnerable People requirements
- Current drivers' licence
- Demonstrated knowledge of Tasmanian Government policies and legal requirements relating to family, domestic and sexual violence (or the capacity to acquire)
- Capacity to fulfil the basic physical and psychological requirements of the position as set out in Table A below.

Key Competencies for all Engender Equality staff

Self-Assessment and Reflection: The capacity to recognise own feelings and those of others, for motivating ourselves and managing emotions well in ourselves and our workplace relationships. To be capable of self-awareness, self-management, social awareness and relationship management, in order to contribute to a more effective and supportive organisational culture.

Quality: Engage in activities that promote continuous improvement in provision of community health services.

WHS/Risk Management: Work performance complies with WHS/Risk Management obligations.

Service Performance: Services are delivered in a timely manner, meet Engender Equality expectations, and are consistent with sound administrative and operational procedures and practices and within allocated budgets where applicable.

Communication: Information is disseminated on-brand, using appropriate media/language to the right people at the right time.

Accountability: Individual responsibility to deliver services within the relevant legislative and regulatory framework and through sound financial practice.

How to Apply

For further information regarding this position, please contact:

Alina Thomas

0438 788 291

ceo@engenderequality.org.au

Applications should include a cover letter, an up-to-date CV and a separate document addressing each item in the 'Selection Criteria' and 'Other Mandatory Requirements of this Role,' with reference to the 'Role Responsibilities and Accountabilities' as appropriate.

Please forward your complete application to ceo@engenderequality.org.au by **COB 3 March 2025**.

Engender Equality's commitment to diversity

The expertise, lived experience and cultural wisdom of Aboriginal and Torres Strait Islander, First Nations, LGBTIQI+ migrant, culturally diverse and women with disability are valued by Engender Equality and applicants from these groups are strongly encouraged to apply (as are people with parenting responsibilities). We recognise that this position requires a broad range of skills and as such there is some flexibility in the number of hours worked per week and the key areas of responsibility. Engender Equality encourages applicants to identify their areas of experience that best match the role and any preferred options for flexible working arrangements.

TABLE A: The basic physical and psychological requirements of the Manager – Service Integrator Initiative

Work Environment	
Manage demanding and changing workloads and competing priorities.	Daily
Work in a team environment.	Daily
Work in different geographic locations.	Regular
Be exposed to all outdoor weather conditions.	Occasional
Work in unstructured environments (e.g. outreach).	Regular
Work office hours with the possibility of extended hours.	Regular
Work after hours, as operationally required.	Regular
Work in an open plan office.	Daily
Work in buildings which may be two-storey.	Regular
Sit at a computer or in meetings for extended periods.	Daily
Work in an environment with competing demands.	Daily
Present at court and other jurisdictions.	Occasional
People Contact	
Liaise with government, non-government and community organisations.	Daily
Work with clients who may have a physical or sensory disability.	Regular
Interact with members of the public who may display the full range of emotional expressions and behaviours, including partners, significant others, family members, advocates, doctors, police.	Regular
Interact with clients and other people who could display challenging behaviour.	Regular
Facilitate access to specialist, generic and community services.	Daily
Undertake training and professional development activities.	Regular
Administrative Tasks	
Undertake administrative tasks which may include: computer work, filing, writing reports, case notes/plans and client records, participating in meetings, concentrating for long periods of time, managing resources and budget and researching and analysing information and data.	Daily
Use technology including photocopier, telephones including mobiles, fax, overhead projectors, televisions, videos, and electronic whiteboards.	Daily
Transport	
Drive vehicles possibly over long distances and in all traffic and weather conditions.	Regular
Drive vehicles with possible distractions from client behaviour, verbal or physical.	Occasional