



Living Free Project Collaboration Lead

Position Title	Living Free Project Collaboration Lead
Program	Living Free Project
Employment type	Fixed term contract until 30 June 2022
Hours per week	.4EFT
Location	Frankston
Reports to	Director Clinical Services

About TaskForce

Since 1973, TaskForce has provided specialist support for people in serious need in Victoria. Our core services focus on addressing social issues of alcohol and other, unemployment, mental health and high risk taking behaviours, supporting our clients to transition back into “mainstream” services and supports. The people who access our services have experienced significant disadvantage or a crisis in their lives and as a result are prevented from reaching their potential.

Background

The Living Free Project is a philanthropic funded project that delivers a range of responses to young girls aged 10-17 presenting with multiple risk factors and women aged 18-30 in contact with the justice system across the Frankston Mornington Peninsula. In addition to providing service co-ordination and direct service delivery, the project seeks to improve responses across multiple sectors for vulnerable girls and women who may fall through service system gaps.

About the Position

Reporting to the Director of Clinical Services, the Living Free Project Collaboration Lead assumes responsibility for the broader collaborative work that underpins the project model and seeks to increase the impact of the advocacy to improve service access and response for vulnerable girls and women.

The Collaboration Lead's central role will be to facilitate and support collaboration across sectors that and liaise with a key stakeholders who may include;

- Victoria Police.
- Government departments (Justice, Health, Families)
- Magistrates' and Children's Court of Victoria
- Health and community services across child, youth, family and adult.

The key objective of this role is to increase the impact of the Living Free Project in supporting young girls and women with complex needs access the right service at the earliest possible time and enhancing gender responsiveness across service to improve awareness of the need to support girls and women differently.

Key Responsibilities

The key deliverables of this role are;

- Provide secretariat support to young women's and women's secondary consult panels on a six weekly basis
- Provide secretariat support to Health Justice Community of Practice on quarterly basis
- Act as a consult/liaison for agencies and who require support to connect with relevant services for female clients that may be finding barriers with
- Identify opportunities for collaboration with external stakeholders and the Living Free Project team and explore innovative solutions to engaging girls/women
- Support the broader Living Free Project through contributing to systemic advocacy efforts to increase the understanding of factors that lead to young women being reported missing
- Support the development of pathways for referrals into and from the direct service delivery component of the Living Free Project and maintain relevant knowledge of needs through attending Living Free Project team meetings
- Work in collaboration with the Executive Manager, Social Impact and Growth to identify gaps in service delivery and emerging needs and trends impacting vulnerable girls and women

Professional Development

- Develop an annual Performance Plan with your Manager. Identify one's own development needs and attend relevant training, as approved by manager.
- Participate in regular Team meetings as scheduled.

Skills and Experience (Key Selection Criteria)

- Minimum of 3 years' experience of direct service delivery to individuals with multiple needs

- Experience in collaboration and networking with services across a range of sectors and stakeholders
- High level of administrative skills and proficient in the use of technology
- Demonstrated knowledge of the challenges and systemic barriers young women and women with complex needs face and what brings them in contact with the justice system
- Understanding of the health and community service system and a basic knowledge of Statutory and justice service system
- A demonstrated commitment to collaboration, networking
- Capacity to be an innovative thinker and drive to respond to gaps identified through leveraging relationships.
- An ability to advocate for the needs of vulnerable girls and women whilst maintaining positive relationships with stakeholders.

Terms and Conditions

- Employment conditions are in accordance with the Social, Community, Home Care and Disability Services Industry Award 2010, Level 5.
- As an organisation with public benevolent institution (P.B.I.) status, TaskForce offers all staff the opportunity to take up generous Salary Packaging.

To be employed in this position a person must:

- Be prepared to travel between the sites to meet the requirements of the job and to work out of various partnership locations.
- Undergo a Police Check and a Working with Children Check. Offers of employment are subject to the results of these checks.
- Hold a current driver's license.
- Familiarise themselves with, and observe all TaskForce business, community, therapeutic and human resources policies, procedures and practices.
- Follow TaskForce's codes of employee conduct, promote the interests and reputation of the agency and refrain from acting in way that would conflict with the best interests of TaskForce.

Our values



Client centred

We strive to support our clients and their extended networks to change their circumstances. We will collaborate so that our full range of services and supports are wrapped around them enabling each to reach their full potential.

Innovation and best practice

We will be cutting edge in all that we do leading to evidence-based best practice within the sector. Our people will be passionate and motivated to make a difference.



Thought leadership

We are committed to addressing the tough moral challenges faced and sensitivities that abound in our sector, leading consequent debate and adapting as broader positions held by society evolve.



Honesty and integrity

We do our utmost to communicate openly, honestly and respectfully. We collaborate and share accountability with colleagues and clients alike. We acknowledge that as we learn, mistakes may be made but that this learning will make us stronger.



Trust, respect and self care

We collaborate to create a work environment built on trust and respect where our people and consortium partners are supported and challenged to lead best practice. We recognise that responsibility for self-care is also a foundation to achieve excellence in the services we deliver.