

**NSW Rape Crisis Centre
Community Based Counselling Service - Sexual Assault Counsellor - Lismore
February 2010**

HOURS

The Counsellor will work one day per week on Wednesday, during normal business hours, at Lismore and District Women's Health Centre. In addition the Counsellor will attend the Rape Crisis Centre in Drummoyne once every three months for supervision and a team meeting. Orientation over three days will be completed at Drummoyne.

Counsellors will also be based at other Women's Health Centres as part of this project as listed below:

Leichhardt Women's Health Centre :	Friday
Liverpool Women's Health Centre:	Friday
Penrith Women's Health Centre:	Thursday
Central West Women's Health Centre:	Monday
Central Coast Community Women's Health Centre:	Wednesday
Women's Centre Albury Wodonga Inc:	Friday

AWARD AND CONDITIONS

Wages and conditions are in accordance with the Social and Community Services (SACS) State Award. Counsellors are categorised as Community Services Worker - Grade 4.

NSW Rape Crisis Centre offers a number of above awards conditions:

Hourly rate:	\$29.96 per hour
Maternity leave:	up to 12 weeks (pro rata paid leave ó NSW Rape Crisis Centre will pay the gap between any government payments and the income the Counsellor would have received if they had been at work.)
Salary packaging:	tax free payments to a third party on behalf of the employee resulting in a net income tax advantage.
Leave loading:	Paid annually on the first pay week of December.
Leave:	Women's Health Centres close during the Christmas and New Year's period and counsellors will be required to take their accrued annual leave during this period. The balance of leave can be taken throughout the year.

PROFESSIONAL DEVELOPMENT

- Individual supervision is provided every 6 weeks. The location from which supervision will be provided will alternate between the Women's Health Centre and the quarterly team meeting at Drummoyne.
- Performance appraisals are applied annually.
- Options to access external training is provided based on performance appraisal outcomes.

ORIENTATION

A three day orientation program will be provided.

MANAGEMENT OF VICARIOUS TRAUMA

NSW Rape Crisis Centre identified that Vicarious Trauma is the main OH&S hazard for staff in this field. A package of policies and practices that consistently and comprehensively identify and manage this risk has been developed. Work has focused on building a culture of vigilance about vicarious trauma within the workforce. This package won the WorkCover SafeWork 2007 Award for Best

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Solution to an Identified OH&S Issue. The package includes a range of supports including financial assistance with self care.

TRAVEL

All travel, meal and where necessary accommodation costs will be covered by NSW Rape Crisis Centre for Counsellors who are based in a rural Women's Health Centre when they are required to travel to NSW Rape Crisis Centre for orientation and team meetings.

PROBATION

There is a three month probation period. Permanency will be offered with reference to the three month performance appraisal report and receipt of a negative outcome from the criminal record check report.