



Lead Training Developer & Educator

Education, Connection and Healing



Who we are

Micah Projects is a community based, not-for-profit organisation with a vision to create justice and respond to injustice at the personal, social, and structural levels in church, government, business, and society.

Micah Projects subscribes to the principle of non-discrimination that seeks to guarantee that human rights are exercised without discrimination of any kind based on race, colour, sex, language, religion, political or other opinion, national or social origin, property, birth, or other status such as disability, age, marital and family status, sexual orientation and gender identity, health status, place of residence, economic and social situation.

We believe that every adult and child has the right to a home, an income, healthcare, education, safety, dignity, and connection with their community of choice.

Work Health and Safety

Everyone has a right to feel safe at work, and Micah Projects is committed to minimising the risk to any staff member, student, volunteer, contractor, consultant, and Board Member within the organisation. We work collectively to comply with the *Work Health and Safety Act 2011*.

What we do

Micah Projects works to break down barriers that exclude people from housing, healthcare, employment, and meaningful connections, and to give people a voice.

We support individuals and families including children to resolve crisis, break social isolation, have a home, access health and community services, and build a community.

We provide a range of support and advocacy services to individuals and families according to their needs. We ensure the immediate needs of participants are met in a supportive, informed, safe, and respectful manner. **Equal Opportunity**

Micah Projects is an equal opportunity employer and promotes access to employment to individuals from a diverse range of social and cultural groups. We acknowledge the First Peoples of Australia as the traditional owners of this land and support their right to self-determination and cultural expression. We recognise that Brisbane is a diverse community and acknowledge the needs of individuals, families and communities relating to age, gender, disability, sexuality, and economic status.

Working together

It is important to Micah Projects that people feel welcome, have choices, and do not experience discrimination when working with Micah Projects.

It is our aim to work with participants, each other, and our partners to respectfully share knowledge, ideas, resources, and skills in order to improve the service for the people we support, and the people who work as part of Micah Projects.

Child Safe and Vulnerable Adult Safeguarding

Children and young people are entitled to live in a caring and nurturing environment and to be protected from harm and exploitation. Micah Projects is a child-safe and child-friendly organisation that prioritises the safety and wellbeing of children and young people. We actively provide guidance for management, staff, and others in identifying and responding to concerns about the abuse or neglect of a child or young person in contact with the organisation.

We extend these principles to create safe services for all participants we work with.

Micah Projects commitment to vulnerable and marginalised populations

Micah Projects Vision and Mission articulate our commitment to actively engaged with people who are marginalised, vulnerable and in many situations present with challenging behaviour.

Working in Micah Projects you are expected to proactively support this vision and mission whilst balancing the needs of staff to work in a supportive and safe environment.

To do this we actively work together to ensure that staff have the skills and knowledge to understand that many people who access our services do not have the ability to always regulate their emotions. This often occurs when they are frustrated, do not understand what options they have, and are impacted on by substance use or alcohol. The consequences result in staff being exposed to in appropriate and challenging situations which we are committed to providing training and support to problem solve and ensure services can be maintained.

Micah Projects actively wants to adapt a shared responsibility approach for creating a resilient culture whilst providing services to our most vulnerable participants. This requires self-awareness and a proactive approach within our organisational systems. We support staff in understanding the approach and context in which we work. We encourage staff to communicate their needs within this environment and a willingness to engage in problem solving strategies whilst providing support to participants.

Micah Projects provides outreach service in the community, centre-based services and services via phone. Our goal is to always disarm people with courtesy, respect and clear communication recognising that we may not always get it right and will learn from our participants when necessary. We recognise that many participants of Micah Projects have long histories of trauma from childhood and as adults. Whilst this is not an excuse for behaviours that are threatening to others, it is also an opportunity for participants to learn alternative ways of meeting their needs. This is how we implement a trauma informed and sensitive approach to our work.

We are committed to providing a culture of wellbeing and safety for our staff. Employees can access support and guidance internally and externally, as outlined in our Wellbeing Guide.

Position Overview

Position Title

Lead Training Developer and Educator

Team

Education, Connection and Healing team

Reports to

Team Leader

Line Managers

N/A

Employment Status

Part Time

Hours of Work (per week)

30

Classification/Award

Level 6, SCHADS 2010

Talkin

Team Leader

Based at

Local Link Office (based on southside of Brisbane)

Backup when absent?

Team Leader

Our Education, Connection & Healing Team

The Education, Connection & Healing Team delivers two Brisbane South PHN (BSPHN) pilot programs to support victim survivors of family, domestic and sexual violence (FDSV) and childhood sexual abuse within the southern region of the Brisbane Local Government Area: the Local Link and Local Care programs. These flexible and adaptive projects explore new approaches to improve service system coordination, access and engagement. With a focus on strengthening system integration, both programs foster understanding and collaboration between the FDSV and child sexual abuse sectors with the broader service system to address systemic barriers and support an integrated response to FDSV and child sexual abuse.

The Local Link program supports capacity-building of the primary health workforce to enhance integrated and trauma-informed health responses for victim-survivors of FDSV and childhood sexual abuse. This is achieved through the delivery of formal training to primary health services, and provision of a direct referral pathway for victim-survivors for triage, brief intervention and referral. Operating in partnership with the Centre for Women and YFS, we strive to ensure that every clinic across Brisbane South PHN is equipped to recognise, respond and refer to FDSV and childhood sexual abuse.

Our Local Care program focuses on recovery and healing, providing direct support and case management for individuals who have experienced FDSV or child sexual abuse. This service is tailored to facilitate long-term recovery and access to trauma-informed care, emphasising a person-centered approach that respects the unique needs and identities of each participant. Local Care operates within a consortium model to leverage the combined strengths and expertise of Micah Projects, Centre for Women and YFS.

Position Description

As the Lead Training Developer & Educator, you will...

Work as part of the Micah Projects Local Link program to develop and deliver high-quality formal training, education and resources on FDSV and childhood sexual abuse to GPs and health services in the BSPHN region. This involves strategic planning and coordination of training development and delivery for the three partnered organisations; Micah Projects, The Centre for Women and YFS. This role combines innovative training and evaluation development, with a strong focus on collaboration and partnerships to ensure the consistent and quality delivery of training across the region.

Stakeholder Engagement

This position as part of a team engages with the following organisations:

- QLD Government Departments (including but not limited to QPS, QCS, VAQ, Department of Housing, DCSSDS)
- Federal Government Departments (including but not limited to NDIA, Services Australia, ART, AFP, DoE, DHA, DSS)
- Courts (State and Federal)
- Community Service Organisations
- General Practice Clinics and Aboriginal and Torres Strait Islander Community Controlled Health Services

Collaboration within and across Micah Projects Clusters and initiatives may include:

- Inclusive Health Partnerships
- Homelessness to Home
- Domestic and Family Violence
- Women, Children & Families
- Supportive Housing

Partnerships:

- Brisbane South Primary Health Network
- Centre for Women and Co and YFS Ltd.
- Royal Australian College of General Practitioners (RACGP)
- Government and non-government services working within an integrated response to domestic, family or sexual violence, or childhood sexual abuse

Key Responsibilities

Service Delivery:

- Lead the coordination, development, delivery and evaluation of formal training, education and resources for GPs and primary health services within the BSPHN Local Link Program. This includes coordinating delivery across the Local Link partnered services of Micah Projects, Centre for Women and YFS to ensure collaboration, partnerships and continuity of training content across the region.
- Maintain responsibility for the development and management of Local Link training modules, including collaboratively reviewing and updating training materials with Local Link Advocates to ensure materials reflect best practice standards.
- Support activities of the BSPHN Local Link program including contributing to external events, delivery of training to stakeholders, and participation in national pilot activities and evaluation.
- Support team capacity-building through arranging and coordinating training activities for team professional development.
- Provide services that adhere to principles of cultural safety and assist with connection to culturally specific programs where appropriate and advocating for culturally responsive, inclusive service delivery tailored to diverse client identities and needs.
- Foster a culture of respect and safety through trauma-informed practices, support team resilience, and ensure compliance with the Work Health and Safety Act, while promoting effective communication and maintaining privacy standards in a multidisciplinary team environment.
- Perform other relevant duties as assigned by senior leadership.

Governance:

- Maintain responsibility for the program's ongoing accreditation within the Royal Australian College of General Practice (RACGP) accreditation process for CPD providers, including the registration as the program's RACGP CPD representative, and aligning with the RACGP's requirements for this role.
- Ensure administration of training certificates and management of CPD points through the RACGP in a timely manner.
- Prepare reports and data as required for the ongoing evaluation of the program, including external reporting to program funders through the PHN, as well as through the RACGP as per accreditation requirements.

Collaboration:

- Maintain strong and collaborative professional relationships with partnered organisations, external stakeholders and funding bodies.
- Work as a collaborative member of the multidisciplinary team, demonstrating a high level of teamwork, support, engagement, and communication reflecting the values of the organisation.
- Collaboratively and sensitively partner with field and lived experience experts to develop, review and update training materials.

Criteria and Conditions

Criminal History Screening

- ☐ National Police Certificate ☒ Blue Card
☐ Yellow Card ☒ APHRA Registration

Driver's License

- ☒ Essential ☐ Desirable

Travel

- ☒ Essential ☐ Desirable

Assets Provided

- ☒ Work Computer ☒ Work Phone ☒ Pool Vehicle ☐ Packaged Vehicle

Essential

- Demonstrated experience in delivering formal training to professionals via face-to-face and virtual platforms.
- Demonstrated ability to engage with professionals from multidisciplinary backgrounds.
- Demonstrated understanding of the gendered nature of family, domestic violence and the intersections with sexual violence and childhood sexual abuse.
- Extensive experience working within the family, domestic, and sexual violence (FDSV) system, with a deep understanding of risk assessment, safety planning, and relevant services. This includes proficiency in navigating the integrated domestic family violence service system and a strong understanding of the information-sharing legislation.
- Demonstrated knowledge of and ability to apply current theory and practice relating to family, domestic and sexual violence including using a trauma-informed approach to support and advocacy.
- Demonstrated ability to work with both government and non-government agencies in a case coordination model.
- Demonstrated knowledge of culturally sensitive practice when working with Aboriginal and Torres Strait Islander peoples, and people from a culturally and linguistically diverse background.
- Knowledge of or ability to rapidly acquire technical understanding of relevant legislation and regulations, specifically The Domestic and Family Violence Protection Act 2012 Section 5A Information Sharing and The Child Protection Act 1999.
- Knowledge of or ability to learn cross-disciplinary responses to domestic, family or sexual violence, or childhood sexual abuse.
- Relevant experience and or appropriate qualification including certificate, diploma, and tertiary qualification according to level of responsibility.
- Demonstrated knowledge and use of IT systems including personal information and case management systems, data collection, Microsoft products.

General Conditions

- All employees are to practice the values of Micah Projects, as outlined in the Code of Conduct.
- Appointment to this position will be subject to a criminal history check, as outlined in the organisational Criminal History Screening Policy. All employees are required to cover the cost of this.
- All employees are to have valid working rights in Australia.
- All employees must utilise Micah Projects systems to facilitate the quality of the organisation's work and services. This includes, but is not limited to, Microsoft Office suite, Quality, Human Resource, Finance, Data and Case Management Systems.
- Employment in this position is subject to continued funding.
- Employment may involve work or training outside of normal business hours.
- All employees will comply with Workplace Health and Safety legislation as outlined in organisational policy and procedures.
- All employees are required to engage in support and coaching through the organisational performance development system.

Acknowledgement

I have read this Position Description and understand the requirements and responsibilities of this position as part of my employment with Micah Projects

Employees Name _____

Signed _____

Date _____