

POSITION DESCRIPTION

JOB TITLE	After Hours Crisis Sexual Assault Support Counsellor
STATUS	Casual
LOCATION	Launceston and Burnie
DATE	September 2025
REPORTS TO	Senior Counsellor – Intake, Crisis and After Hours
AWARD	Social, Community, Home Care and Disability Services Industry Award 2010, Level 5.1 to 6.3 (depending on qualifications and experience)

ABOUT LAUREL HOUSE

Laurel House provides a range of trauma-informed, evidence based, therapeutic services to victim-survivors of sexual assault, and for children and young people who use harmful sexual behaviours. We also develop and deliver a broad range of programs to adults, young people and children including the provision of therapeutic face-to-face counselling at our centres located at Launceston, Devonport and Burnie and through outreach locations across the North and North West Tasmania. Laurel House is partnering with the Tasmanian Government in the delivery of the North and North West Arch centres (multidisciplinary centres) for victim-survivors of sexual harm. Laurel House delivers the PAST (Prevention, Assessment, Support and Treatment) Program for children and young people (aged 17 years and under) who have displayed harmful sexual behaviours in North and North West Tasmania. Our team also provides community education programs focused on the prevention of sexual harm and on supporting parents, carers and service providers to better respond to disclosures of sexual violence. Laurel House is funded by the Australian Government to specifically build capacity of people with disabilities and the workforce who support them.

PURPOSE OF THE ROLE

This position will be an active and valued member of Laurel House After Hours Crisis Counselling Support Team which provides after hours coverage for Laurel House's 24/7 Crisis Service for the victim survivors of sexual assault across the North and North West region of Tasmania.

Our 24-hour crisis service can provide immediate support to individuals who have been recently raped or sexually assaulted by calling 1800 MY SUPPORT (1800 697 877).

The crisis response staff can provide support in several ways, including:

- Providing telephone based after-hours counselling.
- Attending the hospital with the survivor should they wish to undergo forensic or medical examination.
- Attending the police station with the survivor should they wish to make a formal police statement.
- Informing survivors of their rights and options in relation to police and medical services.
- Assisting survivors to connect with the Laurel House day counselling service should they wish to undertake ongoing counselling.

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KEY RESPONSIBILITIES AND ACCOUNTABILITIES

The After-Hours Crisis Counsellor duties include (but are not limited to)

- Provision of a high standard of responsive client centred service delivery while observing professional standards and confidentiality.
- Provision of attendance to provide immediate crisis care response to victim survivors of sexual assault in a medical setting. i.e., local hospital.
- Working with individuals in crisis and who are victim survivors of sexual assault and the families and/or support people of survivors of sexual assault.
- Maintaining a sound knowledge of the relevant legislation/s relating to Adult and Child Sexual Assault.
- Attending regular on call meetings and supervision with the Senior Counsellor and/or delegate.
- The After-Hours Crisis Counsellor must be committed to being available on their rostered week – weekdays between 5pm and 8:30 am, weekends and public holidays.

Essential Criteria

1. Undergraduate degree in counselling, social work, or psychology; or equivalent and/or extensive experience in working with clients in an evidence-based trauma-informed care setting.
2. Demonstrated knowledge of the impacts and dynamics of sexual assault.
3. Demonstrated experience in crisis intervention. This would include a demonstrated ability to effectively intervene, prioritise and manage crisis situations.
4. Demonstrated knowledge of Tasmanian Policies pertaining to sexual abuse, domestic and family violence, or the ability to quickly acquire.
5. Demonstrated ability to work autonomously and within a professional team.
6. Proven high level of written and verbal communication skills including:
 - a. Demonstrated ability to communicate with people from diverse backgrounds, including victim-survivors, police, and health professionals
 - b. Demonstrated ability to write comprehensive case notes and record statistical information.
7. Demonstrated personal commitment to professional learning, reflective practice and continuous improvement of self and team.

Desirable Criteria

1. Experience in a not-for-profit community-based organisation.
2. Experience working in a professional setting where clients are experiencing or have experienced traumatic events, and staff are at risk of vicarious trauma.
3. Training/experience in working with diversity including Aboriginal and Torres Strait Islander people; people with disabilities; members of culturally, linguistically and religiously diverse communities.
4. Understanding of sexual assault through an intersectional approach that considers where gender and other inequalities/oppressions produce unique experiences of violence.

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OTHER POSITION REQUIREMENTS

- Must hold Australian citizenship be a permanent resident of Australia or possess a relevant temporary visa with permission to work rights.
- A current Registration to Work with Vulnerable People Card.
- A satisfactory National Police Certificate.
- Current driver's licence.

This job description serves to illustrate the scope and responsibilities of the position and is not intended to be an exhaustive list of duties. You will be expected to perform other job-related tasks as requested by your supervisor and as necessitated by the development of this role and the development of the business.

LAUREL HOUSE'S COMMITMENT TO DIVERSITY

Laure House values the expertise, lived experience and cultural wisdom of Aboriginal and Torres Strait Islander, LGBTIQA+, migrant, culturally and linguistically diverse, and people with disability. Applicants from these groups are strongly encouraged to apply, as are people with parenting or caring responsibilities.

STATEMENT OF COMMITMENT TO THE SAFETY OF CHILDREN AND YOUNG PEOPLE

Laurel House is a Child and Youth Safe Organisation. We have a zero tolerance for child abuse and have systems to protect children and young people from abuse. We take all allegations and concerns very seriously and respond to them consistently in line with our policies and procedures. We actively work to listen to and empower children and to providing an inclusive and safe environment for all children and young people. In particular, we are committed to promoting cultural safety and to ensuring that the diverse needs of children and young people are met.

POSITION DESCRIPTION APPROVAL

Kathryn Fordyce
Chief Executive Officer
Date: September 2025