



FAMILIES  
OF VETERANS GUILD  
CONNECT - SUPPORT - EMPOWER

**POSITION DESCRIPTION**

<b>Role</b>	Social Worker (entry level)
<b>Reports To</b>	Program Manager
<b>Employment status</b>	Full time, 38 hours/ week  Employment offer is initial 12-month contract including probationary period. Potential for contract extension and ongoing employment follow first 12 months.
<b>Remuneration</b>	\$73,795 pa plus superannuation (Social, Community, Home Care and Disability Award – Level 3)
<b>Location</b>	Chatswood (Sydney) or Canberra

**About Us**

The Families of Veterans' Guild (the Guild) is proudly owned and operated by Australian War Widows NSW Ltd. The Guild is Australia's only organisation to unite all defence and veteran families under one banner. Supporting families from the first day of service and beyond the life of the veteran.

The Guild's priority is the emotional and social wellbeing of families of Australian defence members or veterans, regardless of whether their veteran is currently serving or has previously served.

The Guild's vision is to see all families of Australian veterans thriving, resilient, acknowledged and respected. Because healthy, resilient families are crucial for a strong and robust Australian defence force.

Our staff are part of a small, dynamic, authentic and high performing team. We have a culture of kindness, fairness, honesty and integrity. We value humility, integrity and accountability.

We are looking for a person that is comfortable working in such an environment and value cultural fit over technical capability. We are looking for a high performer with the ability to work well independently and as part of a small team.

**Role Overview**

This position would suit a new graduate or junior social worker who is looking for a supportive environment where they will be supervised and developed by a senior social worker. The



## FAMILIES OF VETERANS GUILD

CONNECT - SUPPORT - EMPOWER

position will suit someone looking for a varied role including individual casework, group facilitation, community engagement and special projects.

The position may be based in either Canberra, ACT or Chatswood, NSW and is offered as hybrid with a mix of work from home and office.

### Key Responsibilities and Tasks

- Provide social work services in a generalist practice framework, including assessments, bereavement support, brief intervention and referrals to enhance the wellbeing of families of veterans.
- Provide service navigations support to families of veterans throughout all stages of their journey.
- Provide information and education, guided peer support and social connection to families of veterans of both online and in person; and
- Develop strong relationships with the veteran family community, ex-service organisations, defence organisations and other stakeholders.
- Any other reasonable duties as directed.

### About you

We are seeking an enthusiastic, values-based and motivated Social Worker to join our dynamic and encouraging, multidisciplinary team which provides support to veteran families (including war widows). You will have strong written and verbal communication skills and a demonstrated ability to build and sustain positive relationships with team members, stakeholders and clients. Critical thinking and compassion are a must.

Our ideal candidate for this role will:

- Apply professional expertise in social work including short term case management and individual assessments;
- Operate within the boundaries of organisational processes and policies to provide brief interventions, psychosocial assessments and develop simple social work reports;
- Utilise professional judgement in support of individual needs and work from a person centred, trauma informed framework;
- Ability to develop positive stakeholder relationships and deliver group facilitation; and
- Possess an ability to work independently, manage competing priorities and meet deadlines with a high level of attention to detail.

### Desirable

- Knowledge of/experience within veteran/ defence sector.
- Experience in navigating DVA and My Aged Care or working with an ageing population.
- Experience in a similar role or transferable skills.



# FAMILIES OF VETERANS GUILD

CONNECT - SUPPORT - EMPOWER

- Experience in the not-for-profit / charity sector.

## Why join us?

We believe that a happy and healthy team is the key to success. That's why we go above and beyond to ensure our employees have the support and flexibility they need to thrive – both professionally and personally. To this end, the Families of Veterans Guild offers additional leave days annually (with eligibility for some leave types available after 12 months of continuous service) for full-time employees.

- Be part of a respected and longstanding organisation with a meaningful mission.
- Work in a supportive and inclusive environment that values integrity and respect.
- Opportunity to make a real impact on the lives of veteran families and war widows.
- Receive tax benefits valued at approx. \$15,000 pa (depending on personal circumstances).

As a registered charity, Families of Veterans Guild has public benevolent institute (PBI) status. This status provides taxation benefits to employees which can increase your take-home pay. Please visit <https://www.salary.com.au/calculate-your-savings> to learn more and calculate potential benefits.

In accordance with the National Employment Standards, you will also be entitled to 4 weeks paid annual leave and 2 weeks paid personal/carer's leave, as well as access to flex time.

## To Apply

Please complete this form <https://wkf.ms/4iLO15v> and attach a cover letter that addresses the skills, experience and attributes noted above with your CV/resume. We will not pursue candidates who do not provide what we have asked for as part of their application.

Questions regarding this role can be directed to the Program Manager, Lisa on (02) 9267 6577 or at [ceo@fov.org.au](mailto:ceo@fov.org.au).