



Position Description

Specialist Men's Counsellor

Contents

1.	Position summary	1
2.	Role purpose	1
3.	Key responsibilities	1
3.1	Specialist clinical caseload — complex presentations.....	1
3.2	Couples and family work	2
3.4	Generalist counselling caseload	2
3.3	Risk assessment and safety management.....	2
3.5	Partner and family safety	3
3.6	People and culture.....	3
3.7	Organisation	3
3.8	Compliance and risk.....	4
3.9	Child safety and DFSV obligations	4
3.10	Information management, records and data	4
3.11	Supervision and reflective practice	4
4.	Key performance indicators	5
5.	Six key capabilities	6
5.1	Personal qualities.....	6
5.2	Delivering service.....	6
5.3	Working in teams.....	6
5.4	Contributing to the organisation	6
5.5	Coordinating and managing	6
5.6	Leading.....	6
6.	Qualifications, experience and selection criteria	7
6.1	Essential qualifications	7
6.2	Desirable qualifications	7
6.3	Essential experience and capabilities	7
6.4	Desirable experience	7

1. Position summary

Field	Detail
Position title	Specialist Men's Counsellor
Area	Counselling Services
Reports to	Client Services Director (CSD)
Direct reports	None
Position type	Clinical client-facing practitioner
Classification	CSMEA Grade 5 (Community Sector Multiple Enterprise Agreement 2009 (ACT)); benchmarked against SCHADS Award
Location	EveryMan office, Canberra. Some work at client or other locations as directed.

2. Role purpose

The Specialist Men's Counsellor is a clinical client-facing practitioner delivering counselling services to men presenting with complex support needs. The role sits within Counselling Services and is the primary clinical resource for men whose presentations require specialist integration of counselling and DFSV-aware practice — including men with histories of violence or coercive control, men with longstanding mental health conditions, acquired brain injury (ABI), intellectual disability, or other complexity that requires adapted clinical approaches.

As plans for service expansion are realised, the role may also provide counselling and support services to couples and families where complex support needs are present alongside a risk of family and sexual violence, and where children are at risk because of either or both parents' complex, risk-presenting behaviours. Child safety is a non-negotiable priority in all couples and family work.

The role carries a mixed caseload: a specialist stream (men with the complex presentations described above) and a generalist counselling stream (men referred for counselling who do not meet the specialist threshold). The balance of the caseload is determined by the CSD in line with program demand.

This role is distinct from the MBC Practitioner (WWM Facilitator), which delivers the Working With the Man behaviour change program. The Specialist Men's Counsellor does not deliver the WWM program. The role applies the Bower Method and other clinical counselling modalities appropriate to the presenting complexity, within EveryMan's approved counselling practice framework and the Counselling Operations Manual.

The role is delivered in accordance with EveryMan's policies, procedures and manuals, the Counselling Operations Manual, the Child Safety Manual (C-01 pathway), the Risk Management Policy 2026, and the practitioner's AASW or PACFA practice standards and ethical guidelines.

3. Key responsibilities

3.1 Specialist clinical caseload — complex presentations

The Specialist Men's Counsellor:

- Provides individual counselling to men presenting with complex needs, including but not limited to: use of violence or coercive control (current or historical); longstanding or treatment-resistant mental health conditions; acquired brain injury (ABI); intellectual disability; co-occurring AOD issues; and other presentations requiring adapted clinical approaches.
- Conducts clinical assessment and formulation for each client, taking account of complexity, risk factors and protective factors, and using adapted assessment approaches where cognitive, neurological or communication needs require it.
- Develops and maintains an individual case management plan for each client, incorporating formulation, treatment approach, engagement strategy, risk assessment and safety planning.

- Applies clinical counselling modalities appropriate to the presenting complexity — including trauma-informed, ABI-adapted, disability-inclusive and DFSV-aware approaches — within EveryMan's approved counselling practice framework.
- Actively assesses DFSV risk factors in all cases, including partner safety risk where the client has a history of using violence, and adjusts the case plan accordingly.
- Delivers counselling in accordance with the Bower Method. Does not deliver the WWM behaviour change program. Where the clinical assessment indicates that behaviour change program delivery is the primary need, refers to the MBC Practitioner and CSD for program pathway determination.
- Maintains direct contact with clients between sessions as required to sustain engagement, monitor risk and manage the casework plan.
- Conducts exit planning with each client at conclusion of the engagement, including review of progress, ongoing risk, referral needs and any post-program follow-up.

3.2 Couples and family work

As EveryMan's service expansion plans are realised, the Specialist Men's Counsellor may be required to provide counselling and support services to couples and families. Where this work is active, the Specialist Men's Counsellor:

- Provides counselling and support services to couples and families where complex support needs are present alongside a risk of family and sexual violence, and where children are at risk because of either or both parents' risk-presenting behaviours.
- Assesses child safety risk in all couples and family work and activates the C-01 pathway immediately where a child-safety matter is identified, regardless of whether the presenting reason for referral is couples or family counselling.
- Holds the safety of children as a non-negotiable priority in all couples and family work. Where therapeutic engagement with a couple or family conflicts with child safety obligations, child safety takes precedence.
- Applies clinically appropriate modalities for couples and family work involving DFSV risk, including approaches that do not place partners or family members at increased risk as a result of joint sessions.
- Does not conduct joint couples work where the clinical assessment indicates a current pattern of coercive control or ongoing violence that would place the partner at risk. Escalates to the CSD where this determination is uncertain.
- Coordinates with PAS and WWM as appropriate where couples or family work involves a participant also engaged in EveryMan's violence prevention programs, in accordance with information-sharing protocols.

3.4 Generalist counselling caseload

The Specialist Men's Counsellor:

- Carries a generalist counselling caseload alongside the specialist stream, as determined by the CSD in line with program demand and the practitioner's capacity.
- Provides counselling services to men referred for generalist counselling in accordance with the Counselling Operations Manual — assessment, formulation, treatment planning, delivery of counselling interventions, risk assessment and management, and clinical record-keeping.
- Provides advocacy, information and referral, support and intervention to link clients with service providers in areas such as financial support, mental health services, disability, AOD, legal and justice matters, and peer support.

3.3 Risk assessment and safety management

The Specialist Men's Counsellor:

- Conducts structured risk assessments at intake, at key case review points, and whenever a change in client presentation, disclosure or circumstance indicates a change in risk level.
- Applies EveryMan's clinical risk protocols, including DFSV risk factors, across both caseload streams.

- Where a client's circumstances indicate current or recent use of violence against a partner or family member, immediately informs the CSD and initiates the appropriate safety response, including the PAS notification obligation where applicable.
- Acts to address risks to the safety of any person where risk is disclosed or identified during service provision. Where an immediate risk to life is identified, contacts emergency services without waiting for direction.
- Escalates trigger matters to the CSD; the relevant pathway runs in parallel with — not instead of — any required external notification.

3.5 Partner and family safety

The Specialist Men's Counsellor:

- Prioritises the safety of partners, ex-partners, children and family members affected by the violence or behaviour of men on the caseload — this parameter is non-negotiable.
- Liaises with EveryMan's Partner Advocacy and Support (PAS) team to share risk-relevant information in accordance with the Domestic Violence Agencies (Information Sharing) Act (ACT, amended May 2024), statutory thresholds, and EveryMan's information-sharing protocols.
- Observes the structural information-sharing boundary between the men's-side counselling function and PAS: information sharing is statutory and consent-based only, not program-based and not gender-based.
- Does not act as the partner's or family member's counsellor, advocate or support worker. Where partner or family members require support, refers to PAS or other appropriate services.

3.6 People and culture

The Specialist Men's Counsellor contributes to a positive, safe and respectful workplace culture by behaving consistently with EveryMan's values and conduct expectations.

Problem-solving and reasonable and lawful direction

- Take a problem-solving approach as the first move in any conversation where friction, conflict or disagreement are emerging — with colleagues, the team or direction-givers. Where direct conversation does not resolve the matter, raise it in supervision and, if unresolved, escalate to CSD.
- Follow reasonable and lawful directions given by the CSD, Services Coordinator and Team Leader. Where a concern arises about a direction, raise it with the CSD and continue to comply unless a finding is made that the direction contravenes EveryMan's standards.
- Maintain the parallel-pathway discipline: where a matter involves child safety, sexual harassment, bullying, victimisation, discrimination, a psychosocial hazard or another WHS risk, the Harassment Manual Path trigger is opened in parallel and is not replaced by direct conversation.
- Demonstrate sensitivity to, respect for, and understanding of First Nations, LGBTIQ+, culturally and linguistically diverse, and other priority population backgrounds — both in direct client practice and in workplace relationships with colleagues — and adapt practice and conduct accordingly.

3.7 Organisation

The Specialist Men's Counsellor:

- Maintains a sound knowledge of EveryMan's structure, policies, procedures and programs.
- Assists with meeting Service Funding Agreement service performance and client outcomes requirements.
- Maintains high standards of work practice to meet service requirements and promote a professional culture.
- Assists with the collection of statistics and feedback used for service evaluation and funder reporting.
- Maintains a positive profile with clinical referrers, partner clinical services and the broader community-services sector.
- Observes WHS and EEO requirements.
- Is familiar with EveryMan's Industrial Democracy Principles.

3.8 Compliance and risk

The Specialist Men's Counsellor is responsible for complying with all EveryMan policies, procedures and manuals applicable to the role, including but not limited to:

- Counselling Operations Manual
- Child Safety Manual — C-01 child safety pathway
- Risk Management Policy 2026
- Harassment Manual and the positive duty under the Sex Discrimination Act 1984 (Cth) s.47C
- AI Policy
- Working with Vulnerable People (Background Checking) Act 2011 (ACT) — maintaining current WWVP registration
- Privacy Act 1988 (Cth) and Health Records (Privacy and Access) Act 1997 (ACT)
- Domestic Violence Agencies (Information Sharing) Act (ACT) — information-sharing obligations

The Specialist Men's Counsellor identifies, documents and escalates clinical risks affecting clients through the appropriate pathways — operational to the CSD, clinical to the SPS, and child-safety to C-01 immediately.

3.9 Child safety and DFSV obligations

The Specialist Men's Counsellor:

- Is a mandated participant in the C-01 child safety pathway (Child Safety Manual). Any child-safety matter identified — report, complaint, disclosure, observation, indicator — must be triaged under C-01 immediately, regardless of which caseload stream the contact involves.
- Is alert to DFSV risk, child safety risk and at-risk behaviours across all caseload contacts, including in generalist counselling presentations where DFSV may not be the presenting issue.
- Immediately informs the CSD of any situation where confidentiality may be limited — including children at risk of harm or immediate safety concerns.
- Does not assess partner risk in a PAS practitioner sense. Where partner safety risk is identified, it is escalated and triggers the relevant pathway (C-01, DFSV, PAS notification) as required.

3.10 Information management, records and data

The Specialist Men's Counsellor:

- Maintains accurate, timely and complete clinical records in EveryMan's approved clinical record systems across both caseload streams.
- Records client contact, formulation, treatment plan, risk assessment and outcome data accurately and promptly.
- Maintains client confidentiality and privacy in accordance with the Privacy Act 1988 (Cth), the Health Records (Privacy and Access) Act 1997 (ACT), and EveryMan's information management practices.
- Does not maintain private side files where records must be organisational. All client and clinical information sits in approved organisational systems.
- Records data relevant to service evaluation and funder reporting accurately and on time.

3.11 Supervision and reflective practice

The Specialist Men's Counsellor reports to the CSD and works under the day-to-day direction of the Services Coordinator and Team Leader. The role:

- Participates in regular operational supervision with the CSD, Services Coordinator and Team Leader covering caseload across both streams, service quality, KPI progress, conduct and professional development.
- Participates in clinical practice supervision from an accredited Specialist Practice Supervisor (SPS) per the PAS Operations Manual §8.5a — non-negotiable for this role. The CSD monitors practice supervision arrangements and may provide practice supervision in the SPS's absence.
- Participates in practice meetings, team forums and reflective practice arrangements as directed.

- Attends training and professional development relevant to complex presentations, DFSV practice, ABI and disability-inclusive clinical approaches, and EveryMan's programs and operating framework.
- Is responsible for their own external professional development obligations under the relevant accreditation framework (AASW / PACFA), which may include external clinical supervision separate from EveryMan's SPS arrangement.

4. Key performance indicators

KPI	Standard
Meeting and supervision attendance	Attends a minimum of 80% of all scheduled meetings, training, operational supervision and SPS clinical practice supervision sessions.
Response to referrals	Responds to all new referrals as soon as possible and no later than 3 working days of allocation.
Clinical records	All clinical records are accurate, complete and entered into approved systems promptly across both caseload streams. Zero unreconciled records at month-end.
Risk assessment	Structured risk assessment completed at intake and at key review points for every client. All DFSV risk factors assessed and documented.
C-01 compliance	All child-safety matters triaged under C-01 within the timeframes set in the Child Safety Manual.
Confidentiality	Client confidentiality and privacy maintained — zero confirmed breaches.
Client satisfaction	Clients report satisfaction with the service received in EveryMan surveys.
Professional accreditation	Current AASW or PACFA membership (or equivalent) maintained throughout employment.

5. Six key capabilities

5.1 Personal qualities

- Acts with integrity and maintains confidentiality across complex and sensitive caseloads.
- Proactive in identifying need for clinical practice supervision and external professional development.
- Observes professional boundaries and standards consistent with AASW / PACFA (or equivalent).
- Demonstrates effective time management and prioritisation across a mixed specialist and generalist caseload.
- Takes ownership of clinical outcomes and personal practice quality.
- Written and verbal communication pitched appropriately for clinical, disability, inter-agency and forensic contexts.

5.2 Delivering service

- Adjusts clinical approach to the complexity of the presentation — including adapted approaches for ABI, intellectual disability, mental health and DFSV-affected clients.
- Demonstrates appropriate interpersonal skills, active listening, empathy and emotional intelligence in work with men who may be resistant, avoidant or presenting under difficult circumstances.
- Uses initiative and clinical judgement in complex case work, including when clinical risk is uncertain or escalating.
- Works in a sensitive, non-collusive manner with men who have used violence — maintaining therapeutic engagement without minimising or excusing violent behaviour.
- Actively adheres to EveryMan's approved counselling practice framework and AASW / PACFA practice standards.

5.3 Working in teams

- Communicates with the CSD and SPS when decision-making outside the role's authority is required.
- Contributes substantively to team forums, case review and SPS clinical practice supervision.
- Liaises effectively with PAS, WWM and other internal programs for integrated client-safety outcomes.
- Adapts to change as required.

5.4 Contributing to the organisation

- Sound knowledge of EveryMan's structure, policies, procedures and programs.
- High standards of clinical work practice consistent with the Counselling Operations Manual.
- Positive profile with clinical referrers, disability and mental health services, partner clinical services and the broader community-services sector.
- Observance of WHS and EEO requirements.

5.5 Coordinating and managing

- Coordinates own mixed caseload and multi-agency referrals across specialist and generalist streams.
- Does not coordinate other staff or line-manage anyone.

5.6 Leading

Formal leadership functions sit with the CSD and management team. The Specialist Men's Counsellor exercises clinician leadership informally through clinical practice, contribution to clinical practice supervision discussions, and role-modelling of EveryMan's values and AASW / PACFA standards.

6. Qualifications, experience and selection criteria

6.1 Essential qualifications

- Degree in Social Work, Psychology, Counselling or a related discipline.
- Current AASW or PACFA membership (or equivalent professional accreditation per the Counselling Operations Manual).
- Current Working with Vulnerable People (WWVP) registration (ACT).
- Current driver's licence.

6.2 Desirable qualifications

- Postgraduate qualifications in counselling, clinical psychology, social work or a related discipline.
- Accredited training in trauma-informed practice, complex trauma, ABI rehabilitation, disability-inclusive clinical practice, DFSV practice, EMDR, ACT, DBT, CBT, or suicide prevention.
- Training in DFSV risk assessment frameworks (e.g. RSSF, DASH or equivalent).
- Accredited training or advanced experience in couples and family counselling, particularly where DFSV risk, complex mental health, ABI or disability are present.

6.3 Essential experience and capabilities

- Substantial counselling experience (typically three or more years) in a community-services, clinical or clinical-adjacent setting.
- Demonstrated experience working with men presenting with complex needs — including at least one of: DFSV-related presentations, ABI, intellectual disability, severe and persistent mental health conditions, or AOD co-morbidity.
- Demonstrated experience in clinical risk assessment, including DFSV risk factors.
- Demonstrated ability to adapt clinical approaches to clients with cognitive, neurological or communication needs.
- Demonstrated experience in multi-agency clinical casework.
- Sensitivity to, respect for, and understanding of First Nations, LGBTIQ+, culturally and linguistically diverse, and other priority population backgrounds — both in direct client practice and in workplace relationships with colleagues — including the ability to adapt practice and conduct accordingly.

6.4 Desirable experience

- Experience working in a DFSV-specialist service, MBC-adjacent role, or men's-health context.
- Experience working with First Nations communities, including culturally safe practice with Aboriginal and Torres Strait Islander men and families.
- Experience working with court-mandated or corrections-referred clients.
- Experience with disability support services, brain injury rehabilitation services or mental health services.