

2021 DIOCESAN LEADERSHIP

# Professional Development Program



CATHOLIC DIOCESE OF  
WOLLONGONG



# Professional Development Program

Welcome to the Professional Standards and Safeguarding Professional Development Program for 2021! While the professional development program had to be suspended in 2020 due to COVID-19, we are back in 2021 with a range of options that we hope you will find useful and interesting.

Given that COVID restrictions have not been lifted completely, all modules (unless otherwise stated) will be conducted online via Zoom for the first half of the year. If it is possible to resume face-to-face options in the second half of the year, we will circulate an updated calendar with venue details. As such, please be prepared for the possibility of this, we will endeavour to provide as much notice as possible in the event of this change.

As with previous years, all persons in leadership positions in the diocese are required to undertake a minimum of 10 units of professional development in the areas of professional standards and safeguarding per calendar year. The calendar below contains the options that are being provided by the diocese in the coming year. There are a variety of different modules which will run this year and we encourage you to read the module descriptions on pages 4-5 before registering to ensure that the content of the module will be beneficial to your ministry/work.

**Registration is essential.** Only persons who have registered for the modules will receive an email prior to the event with the Zoom link. Additionally, only persons who have registered will receive updates/communication about a specific module will only be sent to those who have registered. **To register, please fill out the “Diocesan Leadership Professional Development Program registration” online form at [dow.sh/OPSS\\_Training](https://dow.sh/OPSS_Training).** If you have any difficulties in filling out the form, please contact the Office of Professional Standards and Safeguarding (OPSS) at [training@dow.org.au](mailto:training@dow.org.au), or on 4222 2428. Registration will close one week before each module date, or when a module has reached capacity, whichever occurs first. If you can no longer attend a module, please contact the OPSS at [training@dow.org.au](mailto:training@dow.org.au) as there is a limited capacity for each module and if you are unable to attend, your registration can be allocated to another person.

We understand that there are many safeguarding and professional standards options that are also run outside this calendar. If you attend a module that addresses topics of a safeguarding and professional standards nature, you may be entitled to credit points for the external course that you attended. If you are seeking credit for external modules, please complete Step 3 when filling-out the “Diocesan Leadership Professional Development Program registration” (Credit for Prior Learning) online form at [dow.sh/OPSS\\_Training](https://dow.sh/OPSS_Training). Please note, the module must have occurred in the calendar year for which you are seeking credit.

If you require assistance in applying for credit, please email the OPSS at [training@dow.org.au](mailto:training@dow.org.au).

If you have not attended the Building Foundations module, or the Catholic Education Diocese of Wollongong’s full day Child Protection and Professional Conduct Training, it is advised that you attend the Building Foundations module prior to registering for any of the 5-unit modules as the Building Foundations module covers the basic knowledge and expectations of persons in positions of leadership. It is every diocesan leader’s responsibility to ensure that they meet their requirements under this program.

## WHO IS A DIOCESAN LEADER?

The following are the groups or people deemed to be diocesan leaders for the purposes of the *Diocesan Leadership Professional Development Program*:

### Pastoral sector

- Bishop and vicar general
- All diocesan and religious clergy ministering in the diocese as a parish priest, administrator, assistant priest, deacon, chaplain, or in carrying out regular supply work.
- All religious appointed to carry out work in institutions of the Diocese of Wollongong.
- Agency directors, managers and coordinators.

The bishop and/or vicar general can also elect to require other persons to attend.

Managers of the Office of the Bishop can elect to require any casuals that they manage to attend.

### Education sector

- Director of schools
- CEO leadership team / heads of service
- Child protection and professional conduct professional officers
- Principals
- Assistant principals

Principals can also elect to require various members of their leadership team to attend.

Heads of service can also elect to require various members of their team to attend.

### Welfare sector

- Director
- Executive managers
- Managers
- Coordinators
- Team leaders

Director, executive managers and managers can also elect to require other persons to attend.

## 2021 MODULE CALENDAR

DATE	TIME	MODULE	PRESENTER	LOCATION	UNITS
Monday 29th March	10am–1:30pm	<b>Responding to High-Risk Behaviours in Adults</b>	Claire Pirola	Online (Zoom)	5
Tuesday 13th April	3:30pm–7pm	<b>Safeguarding Vulnerable Adults</b>	Cathy McClellan	Online (Zoom)	5
Thursday 20th May	1pm–4:30pm	<b>Cultural Responsiveness</b>	SCARF	Online (Zoom)	5
Wednesday 23rd June	11am–2:30pm	<b>Walking with Survivors</b>	SAMSN	Online (Zoom)	5
Tuesday 20th July	9am–12:30pm	<b>Conflict Resolution</b>	Michelle Scobie	Online (Zoom)	5
Tuesday 20th July	1:30pm–5pm	<b>Trauma Informed: Working with Children and Families Subject to Domestic Violence</b>	Jennie Wilson	Online (Zoom)	5
Wednesday 25th August	11am–2:30pm	<b>Investigations in Practice</b>	Jennie Wilson	Online (Zoom)	5
Tuesday 21st September	10am–5pm	<b>Building Foundations</b>	Jennie Wilson	Xavier Centre	10
Tuesday 16th November	11am–2:30pm	<b>Vicarious Trauma, Vicarious Resilience and Sustaining Ourselves in Ministry</b>	Carolyn Cousins	Online (Zoom)	5

## MODULE DETAILS & DESCRIPTIONS

### **Responding to High-Risk Behaviours in adults**

This session addresses the challenge to leaders when “good people” behave badly. It focuses on a critical strategy to prevent abuse, that is, understanding the direct link between early identification and response to high-risk adult behaviours by our volunteers and employees and the abuse of children and vulnerable adults. In order to prevent harm from inappropriate adult behaviour it is important to intervene early when high-risk behaviour is first identified. The module defines high risk adult behaviour, considers barriers to responding and prevents strategies to remove those barriers. It is aimed at supporting leaders to act early on high-risk behaviour to prevent abuse, as well as enable their workers to have greatest success in addressing unintentional errors and poor behaviour.

### **Safeguarding Vulnerable Adults**

In serving a community with diverse needs and qualities it is essential that we are best prepared to meet the needs of a wide array of people. This module equips attendees with the skills of how they, and their workplace can better work with vulnerable people, including people experiencing mental health issues, people who may have a physical or intellectual disability, indigenous persons, persons from non-English speaking backgrounds, and the elderly.

### **Cultural Responsiveness**

This training supports employees to work better together with Culturally and Linguistically Diverse (CALD) communities by fostering understanding and equipping staff with a broad range of cultural capacity skills. The training will enable employees to maximise the opportunities that diversity brings and minimise the potential challenges. The training is co-designed and co-delivered by people from refugee and non-refugee backgrounds, ensuring that the session is informed by lived experience and expertise. The training includes an introduction to the importance of culture, the key components of culturally responsive practice, and provides practical tips for communicating effectively and respectfully with diverse communities.

### **Walking with Survivors**

This module will be presented by SAMSN. The session will provide information on how to engage with a trauma-informed and culturally safe approach to walking with survivors from the point of disclosure onwards. This module will also provide content that assists in building an understanding of the long-term impacts of trauma and include a lived experience presentation.

### **Conflict Resolution**

This module will look at best practice in conflict resolution so that you can be an agent in supporting others to have challenging conversations and reach a solution effectively. You will explore the art and skill of conflict resolution so as to assist the parties to have the conversations most likely to allow them to solve their own problems, without the risk of escalation.

### **Trauma Informed: Working with Children and Families Subject to Domestic Violence**

To respond to domestic abuse/violence, it is critical that leaders in the diocese understand the dynamics of domestic violence, know how to respond to a person in crisis and provide resources and information about service to those who need it. The church may be the first place that family may seek help, consequently, it is important to be equipped to manage and assist families in need. This module will provide information and strategies on how to respond to persons who have experienced or witnessed domestic abuse/violence.

### **Investigations in Practice**

This module will examine what is an investigation and move through the investigative process through case studies and active problem solving. It considers the various roles in an investigation process and the relevant boundary considerations that are necessary to ensure the integrity of the process. This module will examine some of the impacts an investigation has on the people involved and the practices that can assist to reduce the impact.

## **Building Foundations**

Prior to developing specialised skills in the area of child protection and safeguarding, it is first important to ensure that a sound understanding of the foundational principles is achieved. This module will provide an overview of the legislative obligations and diocesan requirements expected of those in ministry. There will also be a component on working alongside survivors. Anyone in leadership who is new to the Diocese of Wollongong is required to complete this module. This module is also appropriate for anyone who would like a refresher of the basic child protection principles and associated diocesan policies.

## **Vicarious Trauma, Vicarious Resilience and Sustaining Ourselves in Ministry**

Our ability to cope well with high levels of ongoing disruptive change is important in our ministry roles as we face each day with its different challenges, and this has certainly been true over the last year or more. There is a need to sustain good health and energy when under pressure, learning to manage setbacks and adversities. This module seeks to explore the 'art of resilience' in ministry and what the neuroscience is teaching us about how our brains manager overwhelm. This can help us safeguard ourselves so that we are better in equipped in our ministries.

## PRESENTER BIOGRAPHIES

### **Claire Pirola**

*Integro Partners  
Partner*

Claire holds qualifications in both social welfare and law and has worked as a practising NSW lawyer for the last 20 years in both private practice and in house. She is a nationally accredited mediator and an experienced workplace investigator. She has held senior roles in the public sector and not-for-profit workplaces where she has led teams to respond to complex employment relations matters, professional standards and challenges relating to child safety and the safety of adults at risk.

Claire has been regularly called upon to consult with a broad range of organisations on matters relating to policy and legislative changes, advising on reforming systems and practices, for improved safety for vulnerable people. This has included working with organisations on the implementation of reforms arising from two NSW Royal Commissions. She holds governance experience from her appointments on, or advising of, a number of boards in the not-for-profit sector over the last 20 years. She returned to private practice over 12 months ago continuing to advise clients and support clients in various organisations in the areas of child protection, employment law, governance and complaints management. She also manages personnel plaintiff claims from survivors of institutional child abuse.

### **Cathy McClellan**

*Cathy McClellan Consulting  
Consultor*

Cathy has worked in the child protection field for over 30 years in government and non-government roles. Cathy has a degree in social sciences, masters in social policy and a Master of Social work (PQ). She also has qualifications in workplace training and assess (Certificate 4) and a qualification in mediation. She started in child protection as a child sexual assault counsellor for a non-government agency and moved to the Department of Family and Community Services and was there for approximately 18 years. She worked there as a caseworker, casework specialist and team leader. She has also worked in NSW Health as a clinical consultant in violence abuse and neglect and Community Services Victoria. She has taught a community service course at NSW TAFE in for nine years and at NSW University for five years in the social work course in child protection. For the past 13 years, Cathy has worked in Catholic Education for the the dioceses of Parramatta, Sydney and Broken Bay. She has strong commitment and belief in keeping children safe and caring for their wellbeing.

### **SCARF Refugee Support**

SCARF Refugee Support is a regional not-for-profit organisation which provides a range of support services to families and individuals from refugee backgrounds who have settled in the Illawarra. Founded in 2005, SCARF Refugee Support has assisted more than 1900 people from 14 different countries of origin through its various services and programs including befriending, learner driving assistance, employment support, education and homework tutoring.

We are passionate about our work and well connected with the local Illawarra community. The Diversity and Inclusion team are highly experienced in delivering tailored presentations for students, teachers and local businesses, that build the capacity within organisations to enable them to work more effectively and engage meaningfully people from refugee backgrounds and diverse cultural backgrounds more broadly.

### **Survivors & Mates Support Network (SAMSN)**

Survivors & Mates Support Network (SAMSN) is a not-for-profit organisation that supports male survivors to recover and heal from child sexual abuse, support others to thrive and be leaders for change. SAMSN provides a range of services including individual support and counselling, support groups for male survivors, peer support and support for families of survivors.

### **Michelle Scobie**

*Integro Partners  
Partner*

Michelle is an experienced nationally accredited mediator who has been engaged in the management of complex disputes in community and government sectors for more than a decade. Michelle brings senior management experience and vast knowledge of public sector systems and processes to her conflict management assignments. Michelle's background in health administration, child protection and disability service management contributes to her capacity to analyse complex issues related to challenging disputes. Michelle successfully tailors conflict management processes to meet the needs of her clients. Her outstanding negotiation skills regularly achieve positive outcomes for all involved.

## **Jennie Wilson**

Diocese of Wollongong,  
Office of Professional Standards and Safeguarding  
*Senior Professional Officer*

Jennie Wilson commenced her work as a Senior Professional Officer for the Office of Professional Standards and Safeguarding in March 2021 and brings with her a wealth of experience in the health, social services, education and compliance sectors. Prior to commencing her work with the Diocese of Wollongong Jennie was the Manager of a Child Wellbeing Unit and prior to that has worked in areas of domestic violence, family support and law enforcement. She is an experienced trainer and has presented on a variety of topics including domestic violence responses, child protection, women and children matters, and collaborative organisational responses.

## **Carolyn Cousins**

Tuned In Consulting  
*Principal*

Carolyn Cousins is a clinical social worker and educator who has worked in the violence, abuse and trauma fields for over 25 years, both in Australia and the UK. She also consults with a range of churches around domestic and family violence. She recently, with a co-consultant, researched and authored the Vicarious Trauma Policy for NSW Health, and has developed training the NSW Police Force around domestic violence responses and also self care.

Carolyn is currently the chair of the Baptist Association of the NSW and ACT's Ministry Standards Committee and works closely with pastors in this denomination where there have been breaches of the Code of Conduct and Ethics. She also works cross denominationally assisting churches and parishes in responding to domestic and family violence, most recently on a project with Relationships Australia.

# **LOCATIONS**

## **All modules (except for *Building Foundations*)**

### **Online (Zoom)**

Due to the current dynamic with COVID-19, unless otherwise stated all modules will be conducted online via Zoom. Once enrolled, two days prior to the event you will receive a Zoom link so you may participate.

## **Building Foundations module**

### **Xavier Centre**

38 Harbour Street, Wollongong