



Professional Development Program

FOR DIOCESAN LEADERSHIP IN 2023



CATHOLIC DIOCESE OF
WOLLONGONG

PROGRAM INFORMATION

Welcome to the 2023 Professional Development Program for Professional Standards and Safeguarding! We offer you a number of options, both online and in person, that we hope you will find helpful and educational.

As in years past, every calendar year, all diocesan leaders must complete **at least 10 units** of professional development in the areas of professional standards and safeguarding. On the calendar below, you can see what the Diocese has to offer for the coming year. This year, there will be a range of modules available, and we ask you to read the module descriptions on pages 4–7 before enrolling to verify that the content of the module will be valuable to your ministry/work.

REGISTRATION IS NECESSARY

Only those who have registered for the modules will get an email ahead of time with the ZOOM link and module-specific information, such as changes to the method of delivery or location of the session. To register, go to the "Diocesan Leadership Professional Development Program Registration" page and fill out the online form:

dow.sh/OPSS_LPDP

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, or telephone us on **(02) 4222 2430**.

Registration will close one week before the start of each program, or when a module reaches capacity, whichever comes first. If you are unable to attend a module, please inform the OPSS at training@dow.org.au since there is a limited capacity for each session and your registration can be transferred to another person if you are unable to attend.

The professional development opportunities in this program are opportunities provided by the Diocese to help you in fulfilling the professional development requirement linked with your role's leadership position. The diocese provides the professional development opportunities in this program to assist you in meeting the professional development requirement associated with your role's leadership position. However, it should

be noted that there are several external professional development courses available that will also fulfill the mandate criteria. As a result, if you attend a module delivered by an external provider that addresses subjects related to safeguarding and professional standards, you may be eligible for credit points for your participation in the external course.

How to apply for recognition and credit for prior professional development

You will need to go to the website dow.sh/OPSS_LPDP and scroll down to **Step 3** and then complete the **"Diocesan Leadership Professional Development Program Registration" (Credit for Prior Learning)**. You only need to complete this online form if you are applying for recognition and credit for prior professional development, where you have attended external professional development and wish to be credited in place of attending the courses available in the Office of Professional Standards and Safeguarding calendar.

Please keep in mind that the module must have taken place during the same calendar year for which you are seeking credit, and evidence of attendance and completion will be required to process your application.

If you need help applying for credit, please contact the OPSS at training@dow.org.au

NEW TO THE DIOCESE?

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 strongly advised that you do so before registering for any other modules, as the Building Foundations module covers the fundamental knowledge and expectations of those in positions of leadership. It is the responsibility of each diocesan leader to guarantee that their duties under this program are met.

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
- 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 school
- CEO leadership team / heads of service
- Child protection and professional conduct professional officers
- Principals
- Assistant principals
- Principals can also elect to require members of their leadership team to attend
- Heads of service can also elect to require members of their team to attend

Welfare sector

- Director
- Executive managers
- Managers
- Coordinators
- Team leaders
- Director and Executive Managers can also elect to require other persons to attend

IMPORTANT COVID-19 PROTOCOLS

For face-to-face modules we will advise of any entry and participation requirements prior to your arrival; these must be adhered to in order to enter and partake in the opportunity. Furthermore, given the evolving restriction associated with COVID-19 and directives for workplaces and employees, we ask that you please be prepared for the possibility that face-to-face modules may transition online where necessary for health and safety reasons. We will endeavour to provide as much notice as possible in situations where we need to change the mode of presentation from face-to-face to online training.

2023 MODULE CALENDAR

F2F = face to face

DATE	TIME	MODULE	PRESENTER	LOCATION	UNITS
Tuesday 28 February 2023	10:00am to 5:00pm	Building Foundations	Michelle Scobie Integroe Partners	F2F Xavier Centre Conference Rooms	10 units
Friday 17 March 2023	10:30am to 2:00pm	Vicarious Trauma, Vicarious Resilience, and Sustaining ourselves in our Professional Roles	Carolyn Cousins Tuned in Consulting	ZOOM session	5 units
Saturday 18 March 2023	9:30am to 3:00pm	Supporting adult survivors of child sexual abuse	Julie Blyth SAMSN	F2F City Diggers Club	5 units
Tuesday 28 March 2023	11:00am to 2:30pm	Exploring the Dynamics of Leadership	Paul Davis Integroe Partners	F2F Xavier Centre Conference Rooms	5 units
Thursday 27 April 2023	1:00pm to 4:00pm	Boundaries in physical and online environments	Nicki Sloss E-Safety Commissioner	ZOOM session	5 units
Monday 1 May 2023	10:00am to 1:30pm	Creating a child safe organisation	Trista Newitt NAPCAN	ZOOM session	5 units
Thursday 11 May 2023	1:00pm to 4:30pm	Ethics and Moral Conduct	Sean Kendall OCG	F2F Xavier Centre Conference Rooms	5 units
Tuesday 23 May 2023	10:30am to 2:00pm	Trauma Informed Practice	Cathy McClellan CMC Consulting	F2F Xavier Centre Conference Rooms	5 units
Thursday 8 June 2023	10:30am to 2:00pm	Mandatory Reporting and Reportable Conduct	Clare & Kate Halloran and Morrissey	ZOOM session	5 units
Friday 23 June 2023	10:00am to 1:30pm	Lifecycle of the Employment Relationship	Paul Davis Integroe Partners	F2F Xavier Centre Conference Rooms	5 units
Thursday 27 July 2023	10:30am to 2:00pm	Privacy and Confidentiality	Alex Kohn Makinson d'Apice	ZOOM session	5 units
Tuesday 8 August 2023	10:30am to 2:00pm	Understanding the role of Emotional Intelligence - managing yourself and others	Carolyn Cousins Tuned in Consulting	ZOOM session	5 units
Wednesday 23 August 2023	10:00am to 1:30pm	Child focused safety practices across environments	Sean Kendall OCG	F2F Xavier Centre Conference Rooms	5 units
Friday 13 October 2023	10:00am to 1:30pm	Responding to child disclosures - positive practices	Trista Newitt NAPCAN	F2F Xavier Centre Conference Rooms	5 units
Thursday 26 October 2023	10:30am to 2:00pm	Managing Challenging Behaviours while building a positive workspace	Deb Walker Trinity Psychology	ZOOM session	5 units
Wednesday 8 November 2023	10:30am to 2:00pm	Engaging positively with children when raising concerns	Clare & Kate Halloran and Morrissey	ZOOM session	5 units
Tuesday 28 November 2023	10:00am to 5:00pm	Building Foundations	Michelle Scobie Integroe Partners	F2F Xavier Centre Conference Rooms	10 units

LOCATIONS

Xavier Centre Conference Rooms 38 Harbour Street, Wollongong
(Wilson and Ingham Rooms, behind the Cathedral)

City Diggers Club 82 Church St, Wollongong

ZOOM session Online sessions take place via Zoom
(a unique workshop link will be shared 2-3 days prior through email)

MODULE DETAILS & DESCRIPTIONS

Building Foundations

Date: Tuesday 28th, February 2023
Time: 10:00am – 5:00pm
Mode: F2F
Presenter: Michelle Scobie – Integroe Partners

Description: This module will provide an overview of the legislative obligations and diocesan requirements expected of those in ministry and those working with children, young people and adults at risk. 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 on foundational child protection principles and associated diocesan policies.

Vicarious Trauma, Vicarious Resilience, and Sustaining ourselves in our Professional Roles

Date: Friday 17th, March 2023
Time: 10:30am – 2:00pm
Mode: ZOOM
Presenter: Carolyn Cousins – Tuned in Consulting

Description: Our ability to cope well with high levels of ongoing disruptive change is important in our various 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, as well as learn to manage setbacks and adversities. This module seeks to explore the ‘art of resilience’ in ministry and the workplace and what neuroscience is teaching us about how our brains manage when we feel overwhelmed. This can help us safeguard ourselves so that we are better equipped in our ministries to serve our communities, be present for our family and friends, and take care of ourselves.

Supporting adult survivors of child sexual abuse

Date: Saturday 18th, March 2023
Time: 9:30am – 3:00pm
Mode: F2F
Presenter: Julie Blyth - SAMSN

Description: The Diocese of Wollongong is committed to providing support to people who have been sexually abused. This support is extended to their family and other supporters. The Diocesan Office for Professional Standards and Safeguarding has engaged SAMSN to work closely with adult survivors, their families, and supporters to discuss their experiences and to share what might assist them in their healing. This day-long workshop will cover an understanding of the dynamics, impacts, and ripple effects of child sexual abuse while exploring the needs of supporters and survivors, and how SAMSN supports all parties impacted by child sexual abuse.

Exploring the Dynamics of Leadership

Date: Tuesday 28th, March 2023
Time: 11:00am – 2:30pm
Mode: F2F
Presenter: Paul David – Integroe Partners

Description: Breaking down the concept of what it means to be a ‘leader’ is an important step in safeguarding yourself and others. Effective leadership begins with understanding your role and the associated responsibilities. Within this module, participants will explore what it means to establish healthy boundaries within workplace/ministry relationships; the importance of accountability, and how we can promote transparent practices. This module aims to provide skills to empower leaders across the Diocese to face challenging dynamics while building a positive workplace.

Boundaries in physical and online environments

Date: Thursday 27th, April 2023
Time: 1:00pm – 4:30pm
Mode: ZOOM
Presenter: Nicki Sloss – E-Safety Commissioner

Description: This course outlines emerging online threats and how predatory behaviour occurs in the anonymity of the internet. It focuses on the most effective strategies for teaching children and adults at risk how to establish and maintain appropriate boundaries whether dealing with peers in person or online. You will leave the training knowing that you can make a difference by learning how to educate children and support their safe engagement with the internet and social media in their daily lives, and how, through education, we can teach children about the risks of online activity.

Creating a Child Safe Organisation

Date: Monday 1st, May 2023
Time: 10:00am – 1:30pm
Mode: ZOOM
Presenter: Trista - NAPCAN

Description: Presented by NAPCAN, 'Creating A Child Safe Organisation' will provide information on how, as an organisation, we can ensure that we are meeting all our legislative requirements to implement child-safe organisational practice. In addition to this we will focus on establishing a culture that supports and engages children and families; and how we can develop the right policies, procedures, and practices to keep children safe. These policies will include Codes of Conduct, effective recruitment practices and complaint management. Understanding and implementing these fundamental strategies will assist in achieving our overall goal of becoming a child-safe organisation.

Ethics and Moral Conduct

Date: Thursday 11th, May 2023
Time: 1:00pm – 4:30pm
Mode: F2F
Presenter: Sean Kendall - OCG

Description: History demonstrates that inadequate recruitment practices and a lack of onboarding, training, and assessment procedures can create risks for children. Topics covered in this session include how to discourage or screen people who are unfit to work with children; how to ensure that only the most qualified applicants with a positive attitude towards child safety are hired; the significance of the organisation's culture and expectations when employees work with children; and the level of commitment required when an organisation provides induction, training, and ongoing performance reviews supporting child safe standards.

Trauma Informed Practice

Date: Tuesday 23rd, May 2023
Time: 10:30am – 1:30pm
Mode: F2F
Presenter: Cathy McClellan – CMC Consulting Services

Description: Trauma Informed Practice is a concept that considers the significance of trauma in all aspects of our work. Trauma may be defined as the broad psychological and neurobiological effects of an event or series of events that produce feelings of overwhelming fear, stress, helplessness, or horror. By the end of this workshop, participants will have a better understanding of trauma-informed practice and how the focus shifts from "What's wrong with me?" to "What happened?" Trauma-informed practice is a different approach to engagement that recognises the person's life circumstances, both past and current, in order to deliver effective support, services, and practices with a healing orientation. Adopting trauma-informed practices creates the potential to enhance supportive involvement, health outcomes, and to enhance staff well-being working from a strengths-based framework. Trauma informed practice helps to facilitate empowerment and recovery and instills hope, optimism, and the understanding that recovery and post-traumatic growth are possible.

Mandatory Reporting and Reportable Conduct

Date: Thursday 8th, June 2023
Time: 10:30am – 2:00pm
Mode: ZOOM
Presenter: Clare / Kate – Halloran Morrissey

Description: This workshop will explore in detail the NSW child protection legislative frameworks, specifically in relation to mandatory reporting and reportable conduct requirements. You will gain an understanding of the purpose and scope of these frameworks and your specific obligations as set out under the legislation. Ensuring the safety and wellbeing of children in your care, along with those in the wider community, begins with understanding your legislative responsibility to protect and report. This workshop will also explore the Child Safe Standards and the practical application of these standards in Diocesan agencies and ministries.

Lifecycle of the Employment Relationship

Date: Friday 23rd, June 2023
Time: 10:00am – 1:30pm
Mode: F2F
Presenter: Paul Davis – Integro Partners

Description: Understanding the life cycle of employment relationships is important from a practical and safeguarding perspective. This module will explore the issues and challenges experienced by leaders from the stage of recruitment through to the potential termination of employment. Having a thorough understanding of these processes will assist in minimising the risks related to the management of employment relationships between volunteers and paid workers, while also providing effective strategies when faced with challenges.

Privacy and Confidentiality

Date: Thursday 27th, July 2023
Time: 10:30am – 2:00pm
Mode: ZOOM
Presenter: Alex Kohn - Makinson d'Apice Lawyers

Description: This training is intended to ensure that all employees are aware of privacy and confidentiality responsibilities and procedures, as well as the rationale behind their existence. This training will assist employees in comprehending how a failure to adhere to these requirements or an inability to maintain privacy and confidentiality across numerous platforms might endanger the most vulnerable members of our community. Important concepts such as records management, the length of time records should be maintained, when and why data can be shared, and privacy and confidentiality regulations will also be discussed throughout the training session.

Understanding the role of Emotional Intelligence – managing yourself and others

Date: Tuesday 8th, August 2023
Time: 10:30am – 2:00pm
Mode: ZOOM
Presenter: Carolyn Cousins – Tuned in Consulting

Description: Emotional intelligence (EI) is one's ability to perceive, use, understand, manage, and handle emotions; something that is critical in all areas of ministry. This module will provide you with an overview of the key findings of EI from neuroscience, whilst examining the process of developing EI and how we can increase it. You will also consider EI in the context of leadership styles and their role in managing communication and difficult conversations/behaviours.

Child focused safety practices across environments

Date: Wednesday 23rd, August 2023
Time: 10:00am – 1:30pm
Mode: F2F
Presenter: Sean Kendall - OCG

Description: This training course will discuss how to manage risks in both offline and online settings to prevent abuse and increase the likelihood of preventing abuse, particularly if your organisation lacks natural lines of sight from other adults or has behavioural expectations when interacting with children.

Responding to child disclosures – positive practices

Date: Friday 13th, October 2023
Time: 10:00am – 1:30pm
Mode: F2F
Presenter: Trista - NAPCAN

Description: By describing in detail how to react to a disclosure, help a child or family in danger, and see early signs or risk factors, the course will help support you in understanding and implementing your legal obligation to report abuse. This workshop will give you the tools to ensure the safety of children, including how responses to disclosures of abuse can have a profound impact on their ability to feel safe and recover from the trauma of abuse.

Managing challenging behaviours while building a positive workspace

Date: Thursday 26th, October 2023
Time: 10:30am – 2:00pm
Mode: ZOOM
Presenter: Deb Walker – Trinity Psychology

Description: This course will guide you in dealing with challenging employee behaviour and how to foster a positive workplace. In order to build a healthy work environment, the course will address techniques for resolving disagreements and promoting a productive office atmosphere. This course also demonstrates to you how to enable children to self-regulate their own behaviour, set behavioural standards, and provide a framework for social-emotional learning.

Engaging positively with children when raising concerns

Date: Tuesday 28th, November 2023
Time: 10:30am – 2:00pm
Mode: ZOOM
Presenter: Clare / Kate – Halloran Morrissey

Description: A child-focused complaint system aims to make it easier for children who are at risk of abuse or neglect to speak up. This course will discuss how, when children are in danger, it is the obligation of the organisation to act immediately to protect them. It will describe how to communicate with a child if there are concerns, how to resolve those issues swiftly, thoroughly, and fairly, and how to ensure that all reporting requirements have been addressed. A child-safe organisation creates child-centred complaint processes and provides staff with the information and skills they need to respond to complaints effectively.

Building Foundations

Date: Tuesday 28th, November 2023
Time: 10:00am – 5:00pm
Mode: F2F
Presenter: Michelle Scobie – Integro Partners

Description: 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 and in working with children, young people, and adults at risk. 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 on basic child protection principles and associated diocesan policies.

PRESENTER BIOGRAPHIES

SAMSN

Julie Blyth

Community Engagement Manager

Julie Blyth has a Social Work background and worked extensively in counselling, training and consultancy in responding to the trauma of violence and abuse. Julie was the Clinical Advisor at the Royal Commission into Institutional Responses to Child Sexual Abuse, over 5 years, leading a team who provided support and counselling to all who engaged with the Commission, supporting a staff wellbeing program and implementing a trauma informed approach across the Commission. Julie is the Community Engagement Manager for 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.

OCG

Sean Kendall

Child Safe Officer

Sean Kendall has worked for the Office of the Children's Guardian for the past eight years. Since late 2021, he has been a Child Safe Officer, working with faith organisations to implement the legislated Child Safe Standards. Sean worked as a WWCC Compliance Officer since 2014 and as a senior investigator for workplace relations issues for over 15 years prior to that. He is heavily involved in volunteering with community sports clubs in the Illawarra and holds qualifications in industrial relations, investigations, and public sector management.

NAPCAN

Trista Newitt

Manager

The National Association for Prevention of Child abuse and Neglect (NAPCAN) was co-founded by Rosemary Sinclair AO and Christine Stewart OAM in 1987, because they saw that the abuse and neglect of children was a taboo topic in Australian society in the 1980s. NAPCAN's strategy is to support and encourage changes in individual and community behaviour to stop child abuse and neglect before it starts by: promoting quality child abuse prevention research, advocating for child safe policies and strategies, demonstrating good practice, Supporting the safety and wellbeing of children and young people and Coordinating National Child Protection Week and promoting the Play Your Part strategy.

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 developed the Vicarious Trauma Policy for NSW Health and has developed training for the NSW Police Force around domestic violence response, leadership, and self-care.

Carolyn is currently the chair of the Baptist Association of 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.

Cathy McClellan

CMC Consulting Services

Consultant

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, a master's in social policy, and a Master of Social Work (PQ). She also has a Certificate 4 in training and assessment in the workplace and a Certificate in mediation. She started in child protection as a child sexual assault counsellor for a non-government agency, 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 at Community Services Victoria. She has taught a community service course at NSW TAFE for nine years and at UNSW for five years in the social work course in child protection. For the past 13 years, Cathy has worked in Catholic Education for the dioceses of Parramatta, Sydney and Broken Bay. She has strong commitment and belief in keeping children safe and caring for their wellbeing.

E-SAFETY COMMISSIONER

Nicky Sloss

Training Lead and Coordinator

Nicky is Training Lead and Coordinator at eSafety, providing high-level advice, support and professional learning to stakeholders in a range of contexts. She has more than 20 years of experience working as an education specialist, consulting to schools both in Australia and overseas. She is experienced in project management, having worked on state-wide initiatives and government-funded projects with links to student mental health and wellbeing. Nicky has extensive experience creating and delivering professional learning workshops, creating and hosting large conference events, and organising stakeholder meetings and committees related to student and staff wellbeing. She has experience in responding to critical incidents, planning for risk, mandatory reporting, and improving mental health and well-being referral and reporting processes. Nicky supports the Education and Training Manager at eSafety with the team who develops and manages online safety professional learning and resources for education settings, mental health organisations, sporting associations, and community groups. She has a particular interest in respectful relationships and enhancing systems to work collaboratively to effectively support well-being.

Deb Walker

Trinity Psychology

Principal

Trained in the UK, Ms. Walker migrated to Australia in 1993 and is a fully registered Psychologist with over 20 years experience, working in organizational, clinical and health psychology. Ms. Walker along with her husband Noel is a director of Trinity Psychologists Pty Ltd, which was formed in 1999 and has provided psychological services to the Public, Corporate and Education sector since then. Ms. Walker is passionate about helping individuals and organisations develop resilience through real and effective wellbeing strategies, helping individuals recover from trauma, indeed flourish not just survive; understanding and preventing workplace psychological injury; developing inclusive resilient and positive workplace cultures, positive and contemporary leadership, the prevention of bullying and harassment in the workplace and is a well-known speaker on these topics around Australia. Ms Walker has a thorough understanding of Catholic Education having worked within Catholic Education since 2004 and has had a focus on assisting leaders create school cultures that develop resilient, confident and creative staff who can then flourish in the education career as well as deal with the difficulties that face all educators. Ms. Walker is a skilled mediator and is also passionate about ensuring people have a voice.

Clare and Kate

Halloran and Morrissey

Directors

Halloran Morrissey is an organisation which provides a number of safeguarding and child protection services to organisations who work and volunteer with children. Halloran Morrissey specialises in and has extensive experience in conducting workplace investigations into allegations of reportable conduct, child abuse or misconduct. Alongside this work they also provide training and professional development, child protection and risk management advice, safeguarding audits, policy development and review, and workplace mediations.

Michelle Scobie

Integroe Partners

Partner

Michelle has extensive experience in conducting complex historical child sexual abuse matters that require liaison with vulnerable parties, Police, legal agencies and various entities including religious and school authorities. Her expertise in working with vulnerable parties while maintaining appropriate consideration of the investigative requirements of procedural fairness, risk assessment and confidentiality is well recognised. With a keen interest in safeguarding, Michelle has worked to support various agencies in their Safeguarding functions, including the development of safeguarding frameworks, training, support and capacity building for agencies during implementation and ongoing management of safeguarding functions on behalf of clients where required.

Paul Davis

Integroe Partners

Director

Paul is an experienced employment lawyer, having acquired admission to the Supreme Court of NSW in 1993. He is an experienced Resolution Institute accredited mediator who has managed the resolution of many complex disputes. He is regularly engaged to coordinate sensitive workplace investigations and provide advice on complex professional standards matters. Paul has extensive experience leading organisational change through the delivery of effective planning, policy development, and training services. He brings significant governance experience to consultations relating to organisational review processes and advice on sponsorship. Paul is an experienced adult educator and leadership mentor. He facilitates strategic planning and discernment processes in a variety of organisational contexts.