

2022 DIOCESAN LEADERSHIP

Professional Development Program



CATHOLIC DIOCESE OF
WOLLONGONG



2022 DIOCESAN LEADERSHIP Professional Development Program

PROGRAM INFORMATION

Welcome to the Professional Standards and Safeguarding Professional Development Program for 2022! We have a range of options both online and face to face that we hope you will find useful and interesting.

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 that will run this year and we encourage you to read the module descriptions on **pages 4-6** 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 and specific information pertaining to the module, including information about changes to the mode of delivery or location of the session. To register, please fill out the “Diocesan Leadership Professional Development Program registration” online form at 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 on 4222 2430. 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 as there is a limited capacity for each module and if you are unable to attend, your registration can be allocated to another person.

The professional development opportunities in this program are opportunities that the Diocese provides to assist you in undertaking the professional development requirement associated with the leadership position of your role. However, it is noted that there are many external professional development courses that you may attend which would also satisfy the mandate requirements. Therefore, if you attend a module that is provided by an external provider which addresses topics of a safeguarding and professional standards nature, you may be entitled to receive credit points for your attendance at the external course. To apply for external professional development to be credited in lieu of attending the modules provided in this calendar, please complete Step 3 when filling-out the “Diocesan Leadership Professional Development Program registration” (Credit for Prior Learning) online form at dow.sh/OPSS_LPDP. 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.

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 recommended that you attend the Building Foundations module prior to registering for any other 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
- 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.

2022 MODULE CALENDAR

DATE	TIME	MODULE	PRESENTER	LOCATION	UNITS
Wednesday 9 March 2022	1:00pm– 4:30pm	Trauma Informed Working with those Subject to Domestic Violence	Cathy McClellan	ONLINE–Zoom	5 units
Tuesday 22 March 2022	10:30am– 2:00pm	Understanding the Role of Emotional Intelligence in Managing others and yourself	Carolyn Cousins	ONLINE–Zoom	5 units
Thursday 28 April 2022	10:30am– 2:00pm	Mandatory Reporting and Reportable Conduct	Halloran Morrissey	ONLINE–Zoom	5 units
Wednesday 11 May 2022	10:00am– 5:00pm	Building Foundations	Michelle Scobie	Xavier Centre	10 units
Monday 16 May 2022	1:00pm– 4:30pm	Privacy and Cyber Security Essentials	elevenM	ONLINE–Zoom	5 units
Wednesday 1 June 2022	10:00am– 1:30pm	Conflict Resolution	Michelle Scobie	Xavier Centre	5 units
Wednesday 1 June 2022	2:00pm– 5:30pm	Resilience and Wellbeing	Debbie Walker	Xavier Centre	5 units
Monday 25 July 2022	10:30am– 2:00pm	Walking with Survivors	SAMSN	Xavier Centre	5 units
Tuesday 2 August 2022	10:30am– 2:00pm	Creating a Child Safe Organisation	NAPCAN	ONLINE–Zoom	5 units
Thursday 25 August 2022	1:00pm– 4:30pm	Adults at Risk: Understanding Additional Vulnerabilities	Michelle Scobie	Xavier Centre	5 units
Friday 9 September 2022	10:30am– 2:00pm	High Risk Behaviours in Adults	Claire Pirola	ONLINE–Zoom	5 units
Thursday 27 October 2022	1:00pm– 4:30pm	Vicarious Trauma, Vicarious Resilience and Sustaining ourselves in Ministry	Carolyn Cousins	ONLINE–Zoom	5 units
Friday 4 November 2022	10:00am– 5:00pm	Building Foundations	Michelle Scobie	Xavier Centre	10 units
Monday 21 November 2022	1:00pm– 4:30pm	Life Cycle of Employment Relationship	Paul Davis	Xavier Centre	5 units

MODULE DETAILS & DESCRIPTIONS

Trauma Informed Working with those Subject to Domestic Violence

Date/Time: Wednesday 9 March 2022
1:00pm–4:30pm

Mode: Online

Presenter: Cathy McClellan

Description:

In order to effectively and compassionately respond to situations involving domestic abuse/violence experiences, it is critical that leaders in the diocese to understand the dynamics of domestic violence, know how to respond to a person in crisis, and know how to provide resources and information about services to those who need it. This module recognises the need for persons in leadership to be equipped with knowledge and skills to be able to appropriately manage and assist families in need.

Understanding the Role of Emotional Intelligence in Managing others and yourself

Date/Time: Tuesday 22 March 2022
10:30am–2:00pm

Mode: Online

Presenter: Carolyn Cousins

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 its role in managing communication and difficult conversations/behaviours.

Mandatory Reporting and Reportable Conduct

Date/Time: Thursday 28th April 2022
10:30am–2:00pm

Mode: Online

Presenter: 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.

Building Foundations

Date/Time: Wednesday 11th May
2022 10:00–5:00pm

Mode: Face-To-Face

Presenter: Michelle Scobie

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. 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.

Privacy and Cyber Security Essentials

Date/Time: Monday 16th May 2022
1:00pm–4:30pm

Mode: Online

Presenter: elevenM

Description:

Understanding and implementing good practices around the management of private and sensitive information in our workplaces and ministries is important for managing risk and safety for all persons. This workshop will explore NSW privacy laws as it applies to the management of private and sensitive information in professional environments. The content of this module will observe the scope and impact of cyber security, before delving into privacy issues that are of particular relevance to the Catholic Diocese as a religious institution. Not only will this knowledge prepare you for ensuring best practice, but it will also provide you with an understanding of why maintaining such standards is so vital to ensuring the safety of all. Please note this is a repeated session of 'Privacy and Confidentiality' from the 2021 PD program, the workshop has undergone a title change.

Conflict Resolution

Date/Time: Wednesday 1st June 2022
10:00am–1:30pm

Mode: Face-To-Face

Presenter: Michelle Scobie

Description:

This module will explore best practice strategies in relation to supporting others and assisting in effectively managing challenging situations and conversations. The workshop will provide the theoretical and practical art and skill of conflict resolution to assist the parties to have the conversations most likely to allow them to solve their own problems, without the risk of escalation.

Wellbeing and Resilience

Date/Time: Wednesday 1st June 2022
2:00pm–5:30pm

Mode: Face-To-Face

Presenter: Debbie Walker

Description:

Emphasising positive behaviours in the workplace and ministries is a significant step in identifying issues at an early stage, raising awareness, building engagement, and embedding behavioural change. This module will seek to provide you with the knowledge and skills to understand what positive wellbeing strategies look like in the workplace and the implications this has on your personal life, along with an understanding of the importance of resilience as a leader for yourself and team. You will be afforded practical information and realistic strategies on ways to improve your health, safety and wellbeing

Walking with Survivors

Date/Time: Monday 25th July 2022
10:30am–2:00pm

Mode: Face-To-Face

Presenter: SAMSUN

Description:

This module presented by SAMSUN will provide you with information on how to engage with a trauma-informed and culturally safe approaches to walking with survivors from the point of disclosure onwards. By understanding the impact of trauma and ensuring effective engagement strategies are implemented we aim to be able to build an organisational culture of awareness and support that seeks to empower vulnerable persons in our community. This training will examine the long-term implications and include a lived experience presentation.

Creating a Child Safe Organisation

Date/Time: Tuesday 2nd August 2022
10:30am–2:00pm

Mode: Online

Presenter: 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 state and federal requirements to implement child safe organisational practice. In addition to this we will examine strategies on how we can prevent abuse from occurring in our organisation; 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 e.g., Codes of Conduct, recruitment and complaints. Understanding and implementing these fundamental strategies will assist in achieving our overall goal in becoming a child safe organisation.

Adults at Risk: Understanding Additional Vulnerabilities

Date/Time: Thursday 25th August 2022
1:00pm–4:30pm

Mode: Face-To-Face

Presenter: Michelle Scobie

Description:

It is important to acknowledge that vulnerability isn't always easy to identify and, in fact, anyone we are providing ministry and services to may be vulnerable. It is through understanding this concept we can ensure those who interact within our community are considered and safeguarded. This module will be divided into three segments. Initially, you will examine vulnerability through the lens of age; many individuals who interact with the Diocese are ageing, as such, ensuring we understand how this may affect them along with management strategies is vital. Secondly, we will examine those living with a disability; as an organisation, we must consider all levels of capacity and be able to meet these varying needs. Lastly, this module will look at general vulnerabilities which can include circumstantial implications or environmental, and how we as individuals can be vulnerable based on our position or incidents that we are involved in.

High Risk Behaviours in Adults

Date/Time: Friday 9th September 2022
10:30am–2:00pm

Mode: Online

Presenter: Claire Pirola

Description:

This session addresses the challenges that many leaders face when “good people” behave badly. The workshop has a focus on a critical strategy to assist the prevention of abuse through developing an understanding of the direct link between early identification and response to high-risk adult behaviours and the abuse of children and vulnerable adults. This module is designed to support leaders to act early to address high risk behaviours and have the challenging conversations with workers to determine whether the identified high-risk behaviours are unintentional and can be corrected, or if the behaviours signify a safeguarding concern.

Vicarious Trauma, Vicarious Resilience and Sustaining Ourselves in Ministry

Date/Time: Thursday 27 October 2022
10:30am–2:00pm

Mode: Online

Presenter: Carolyn Cousins

Description:

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, as well as 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 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 also to take care of ourselves.

Building Foundations (Repeated Session)

Date/Time: Friday 4th November 2022
10:00am–5:00pm

Mode: Face-To-Face

Presenter: Michelle Scobie

Description: As above

Life Cycle of Employment Relationships

Date/Time: Monday 21st November 2022
1:00pm–4:30pm

Mode: Face-To-Face

Presenter: Paul Davis

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 termination of employment. Having a thorough understanding of these processes will assist in minimising the risks related to the management of employment relationship of volunteers and paid works, while also providing effective strategies when faced with challenges.

PRESENTER BIOGRAPHIES

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 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.

Claire Pirola

Integroe Partner
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 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.

Michelle Scobie

Integroe Partner
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.

Paul Davis

Integroe Partner
Director

Paul is an experienced employment lawyer, having acquired admission into 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 co-ordinate sensitive workplace investigations and advise on complex professional standards matters. Paul has extensive experience in 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.

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.

NAPCAN

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.

elevenM

elevenM is a privacy and cyber security consultancy company that assists clients to monitor and protect their data throughout the data lifecycle. They work with a range of brands, agencies and start-ups in Australia and across the world to manage digital risks and increase trust.

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.

Cathy McClellan

Cathy McClellan Consulting
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, master's 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 at Community Services Victoria. She has taught a community service course at NSW TAFE in 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.

Halloran Morrissey

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.

LOCATIONS

XAVIER CONFERENCE CENTRE

38 Harbour Street, Wollongong
Wilson and Ingham Rooms (Downstairs)

ONLINE

- Online sessions take place via Zoom.
- Your unique workshop link will be shared 2-3 days prior through email.

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.