Department of Education and Training

Higher Education and Skills Group

Participation, Inclusion and Regional Engagement — Branch Memo

**TO:** Adult education institutions

 PIRE Branch staff

Registered Learn Local providers

**FROM:** Ryan Collins, Director – Participation, Inclusion and Regional Engagement

**DATE:** 21 January 2020

**SUBJECT:** Invitation to participate in the Victorian Census of Workforces that Intersect with
Family Violence

Actions

* Register your organisation to participate in the 2019-20 Victorian Census of Workforces that Intersect with Family Violence: [Victorian Census of Workforces that Intersect with Family Violence](https://research.orima.com.au/fsv).
* Disseminate the census link and support the participation of your staff in the census by 5PM AEDT Friday 28 February 2020.

I am writing to invite you to support the participation of your staff in the 2019-20 Victorian **Census of Workforces that Intersect with Family Violence.** The census is a voluntary, online survey for people who come into contact with family violence in the course of their work.

About the Census

The Royal Commission into Family Violence highlighted the lack of detailed knowledge and essential workforce data about family violence in Victoria. The Victorian Government has committed to addressing this gap, which includes undertaking a workforce census every two years to deliver continuous workforce planning and development improvements for people who come into contact with family violence, in the course of their work.

Why should your organisation participate in the Census?

Trainers and support staff play an integral role in the identification of and response to family violence and are an important audience for this survey. The census is an opportunity for your staff to highlight key issues related to family violence that you face in the course of your work.

This Census aims to build the evidence base on specialist family violence, primary prevention and related workforces and will help to track the effectiveness of reforms. It is anticipated that the results will help in identifying training needs and how to tailor training to key workforces.

Why have I received this invitation?

You have received this invitation because your training organisation can play a critical role in the prevention and response to family violence. If you could identify and circulate information about this survey to staff who may be working in **a role/s** that:

* are **not specifically focused on family violence**/violence against women, but their work means that they may identify, screen or respond to family violence/violence against women as required, or
* have a **specialist** **focus on responding directly to incidences of family violence**/violence against women or support such specialists, or
* have a **primary prevention** **focus on actively working to prevent family violence**/violence against women by designing, implementing and monitoring whole of population initiatives.

How to register your organisation

1. Email ORIMA to let them know your organisation will be participating in the census: fvworkforce@orima.com
2. Identify relevant staff using the [*How to identify family primary prevention practitioners*](https://research.orima.com.au/fsv/Attachment%20A%20How%20to%20identify%20workforces.pdf)guide.
3. **Send the census link to your staff and colleagues** and encourage them to participate as outlined in the section below*.* The census is live now.
4. As a leader in your organisation, you are also encouraged to participate as per instructions below.

Instructions to staff to participate

The following steps below may be useful in supporting your staff to complete the census.

1. Go to the census website by clicking on the link below or copy and paste the text into your browser: [research.orima.com.au/fsv](https://research.orima.com.au/fsv) (the census is now live).

The census link is generic and cannot be used to identify participants.

1. Read the **Participant Information Sheet** provided via the census link.
2. Please complete the survey by **5PM AEDT Friday 28 February 2020**.

What else do I need to know?

The Census survey can be completed online over one or multiple sessions. It is estimated to take just **20 minutes** to complete.

The **2019-20 Census of Workforces that Intersect with Family Violence** is being conducted on behalf of Family Safety Victoria by ORIMA Research, an independent market and social research company.

Family Safety Victoria intends to provide sector-level reporting (if sample sizes allow) but will not report or publish individual responses. Your organisation’s response will help to contribute towards results for the adult education sector.

The responses to the survey are private and confidential. ORIMA Research complies with the Australian Privacy Principles contained in the Privacy Act 1988 in relation to the collection and use of survey data. Please [click here](https://orima.com.au/privacy-policy/) to view the ORIMA Research full Privacy Policy. Further information about confidentiality and privacy related to this survey can be found on the survey website (link below).

Ethics approval was granted for this project by the ORIMA Research Human Research Ethics Committee on Thursday 31 October 2019 (Approval Number: 0112019).

Who should I contact for further information?

Should you have any technical queries regarding the online survey, please do not hesitate to contact Clare Gelman at ORIMA Research on 1800 654 585 or by email, fvworkforce@orima.com