

# NT Domestic, Family and Sexual Violence Primary Prevention Community of Practice

## Terms of Reference

### Description

The Northern Territory (NT) Domestic, Family and Sexual Violence (DFSV) Primary Prevention Community of Practice (CoP) is established by the NT Government through the Office of Domestic, Family and Sexual Violence Reduction (ODFSVR), with the support of the national prevention organisation Our Watch. It provides a peer learning opportunity for practitioners receiving funding from the Department of Territory Families, Housing and Communities (TFHC) for activities identified as primary prevention of DFSV in the NT.

The CoP is a commitment under action 1.2c under the [DFSV Reduction Framework Action Plan 1 2018-2021](#), and action 15 under the [NT DFSV Workforce and Sector Development Plan](#).

### Purpose and goals

The goals of the CoP are to enable its members to:

- Develop a shared understanding of what constitutes a best practice, evidence-based, culturally-responsive approach to the primary prevention of DFSV in the NT;
- Develop a shared understanding of what constitutes a best practice, evidence-based, culturally-responsive approach to monitoring and evaluation of NT primary prevention projects, including identifying existing baseline datasets;
- Contribute to and build on the evidence base for the primary prevention of DFSV, both in the NT and more broadly; and
- Engage in process evaluations on NT Government funded primary prevention projects and to share and incorporate feedback and learnings.

The CoP will achieve this by:

- Reviewing and deepening our understanding of existing primary prevention of DFSV evidence and frameworks;
- Supporting each other, talking about how DFSV primary prevention work affects us, developing working relationships and sharing problem-solving strategies;
- Reflecting on current practice and skills, sharing insights and practice wisdom;
- Exchanging skills, knowledge and resources;
- Celebrating successes and achievements, and discussing challenges and opportunities; and
- Engaging relevant expertise (internal or external) to facilitate skills and knowledge development among members.

## Membership

Members of the CoP are the organisations funded by TFHC for DFSV primary prevention projects delivered in the 2022-2023 and 2023-2024 financial years. This enables ODFSVR to provide the funded projects with additional support to deliver on their outcomes as well as their evaluation components.

Members nominate up to two relevant workers, or more by agreement, who are working on the primary prevention project to participate regularly on behalf of the CoP member organisation. Targeted and consistent membership within the CoP provides a safe space to develop trust and professional relationships, to support sharing, learning and reflection that will enhance the implementation of funded projects.

CoP members comprise the following organisations:

Organisation	Project Title/s
Tangentyere Council Aboriginal Corporation	<ul style="list-style-type: none"> <li>Together We Can: Strengthening Safe, Equal and Respectful Relationships for Young People</li> <li>Girls Can Boys Can</li> </ul>
Ngaanyatjarra Pitjantjatjara Yankunytjatjara (NPY) Women's Council Aboriginal Corporation	Malparara Malparara Women's Advisory Group
Equal Research Pty Ltd	U Right Sis? Staying Safe Online
Galiwin'ku Women's Space	Dhatam Primary Prevention Program
Jawoyn Association Aboriginal Corporation	Ngalmuka Healing – Time and Place
MusicNT Incorporated	Safe Venues Program - The All Good Project
UMNT Incorporated	Nisaa
Aboriginal Resource and Development Services Aboriginal Corporation	Respectful Relationships Workshops & Resources for Yuṯa Yolŋu
YWCA Australia	Amplifying Voices - A Leadership Program For Young Women With Lived Experience
World Vision Australia	Channels of Hope for Gender
Catholic Care NT	NO MORE Campaign
National Association for Prevention of Child Abuse and Neglect (NAPCAN)	Safer Communities for Children

## Format of CoP sessions

CoP sessions will be held primarily online to allow participation from across the NT. Where possible, ODFSVR will support travel for participants to attend face to face meetings of the CoP.

Sessions will be held every 6-8 weeks, with the opportunity for additional or fewer sessions based on member request. Each session will run for up to 2.5 hours and will be facilitated by the Our Watch Northern Territory Primary Prevention Officer.

Each session may include time allocated for:

- Focused learning activities/reflections;
- Sharing knowledge, experience and resources;
- Collective problem solving for specific member-raised issues; and

- Feedback about CoP operation.

## Session themes, notes and information storage

- Focal themes for each session will be decided in advance but may be revised according to participant needs.
- Participants will be invited to share general project/work updates in writing at least one week before each session. This will allow in-session discussion to centre on the theme of each session. These updates will be compiled in a shared (members) document on the MS Teams channel.
- The Our Watch Primary Prevention Officer will send participants a reminder of the session theme, links to central documents for project/member updates, and any other useful resources at least two weeks before each session.
- The Our Watch Primary Prevention Officer will summarise key discussion points and any resources shared within each session and send this to members no later than two weeks after each session.
- The Our Watch Primary Prevention Officer will compile and maintain a shared resource list stored on the MS Teams channel. Members may add to this list.
- Meeting notes are intended for CoP members only.
- All participants have the right to ask for something discussed within a session not to be included in meeting notes.
- All shared documents will be stored on an MS Teams channel, accessible by members as needed.

## Role of member organisation

- Nominate up to two relevant workers (and a proxy), or more by agreement, who are working on the primary prevention project to participate regularly on behalf of the member organisation in the CoP, and provide this information to the Our Watch Primary Prevention Officer.
- Ensure the primary prevention project is represented at CoP meetings.

## Role of participants

- Maintain the confidentiality of matters discussed at all sessions.
- Support and respect positive, open and candid discussion during sessions.
- Create a safe atmosphere for learning through respect, listening and equal contribution.
- Share their skills, insights, strengths and hopes, successes and failures.
- Recognise that everyone in the group has something important to contribute.
- Recognise that no questions are silly, and it's okay to be inarticulate or uncertain.
- Recognise that all members have different learning needs and are at different stages of learning and implementing their projects.

## Role of the Our Watch Primary Prevention Officer<sup>1</sup>

- Coordinate all administrative aspects of the CoP.
- Plan and facilitate the CoP sessions.
- Document meeting discussions, reflections and focused learning outcomes as appropriate.
- Respond to the needs of the group.

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<sup>1</sup> The function of this role and Our Watch engagement with the CoP will be reviewed in 2024.

- Assist members to communicate with each other between meetings.
- Collect and implement feedback.

## Role of ODFSVR representative

- Assist with facilitation of the CoP and with connections between members.
- Assist with member questions about NT Government responsibilities, including grant contracts and funding opportunities.
- Share insights and information about relevant NT Government frameworks, resources and initiatives, including the DFSV Reduction Framework 2018-2028.
- Receive feedback about the CoP where appropriate.

## Conflict of Interest

Conflicts of interest (actual, perceived or potential) must be declared by CoP members as they arise.

## Reporting

A quarterly report will be prepared by Our Watch to provide ODFSVR and the NT Government with ongoing updates and feedback about the CoP, in a confidential and de-identified manner. The contents of this report may be used by NT Government in reporting against its commitments under the DFSV Reduction Framework and the NT DFSV Workforce and Sector Development Plan.

Members will be provided a copy of the quarterly report.

## Review

Following consultation with CoP participants in November 2022, the ToR were approved by ODFSVR in March 2023.

The ToR will be reviewed in November 2023, or earlier, as determined by the CoP members and ODFSVR.