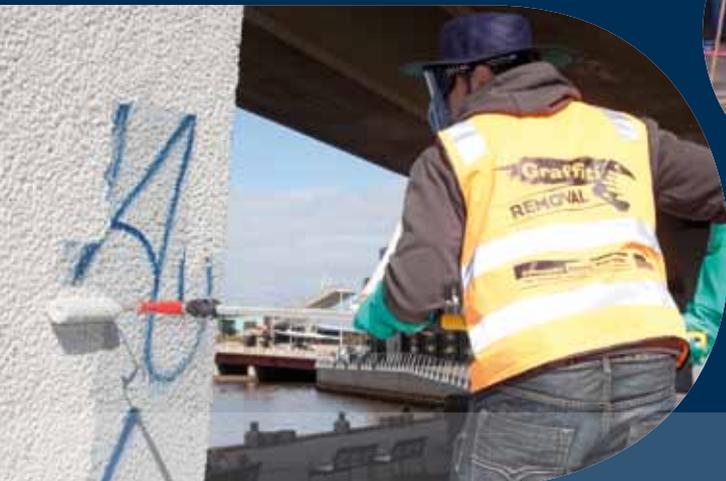


Working with Community Correctional Services

Corrections Victoria



Repay
Rehabilitate
Reintegrate



Working with Community Correctional Services



“

This partnership has operated very successfully and has proved beneficial to both organisations, people involved directly with the program and also the broader community and users of the parklands.”

Chris Hardman, Regional Manager, Parks Victoria Melbourne Region

Who are we?

Community Correctional Services (CCS) is a Branch of Corrections Victoria, which is a business unit of the Victorian Department of Justice. Our mission is to deliver a safe and secure corrections system in which we actively engage offenders and the community to promote positive behaviour change by offenders. Community Correctional Services supervise offenders aged 18 years and over who are sentenced by the courts to perform unpaid community work as part of their court orders.

Our role

The role of Community Correctional Services is to manage and facilitate the successful completion of community based supervision orders imposed by a court or the Adult Parole Board. This role includes developing partnerships with community organisations so that offenders can undertake unpaid work that benefits the community. This work serves as a valuable way for offenders to pay back the community for the harm or damage caused by their offending behaviour, while also reconnecting and reintegrating into the community.

Who can we help?

In 2010/11, offenders completed 800,000 hours of unpaid work across Victoria, and more than 1,000 organisations benefited from the work and skills of offenders in a vast array of areas.

Organisations assisted included more than 200 charities; 110 parks, gardens and reserves; 130 schools; 50 cemeteries and historical organisations; 100 community houses, neighborhood centres and Co-ops; 110 sporting clubs; 85 churches; 15 tips and waste transfer stations; 45 hospitals or healthcare centres; 35 aged care facilities; councils and shires across the State; as well as showgrounds, festivals, halls, caravan parks, libraries, community radio stations, saleyards and more.

Unpaid community work can be performed:

- for charitable or non-profit organisations
- for community groups
- on land owned, leased or occupied for a public purpose
- at a non-profit hospital/home for aged or infirm persons
- at the residence of an aged pensioner or infirm person with

their consent, and the consent of the landowner if the request is made for or on behalf of the occupant of rented accommodation

- at a non-profit educational institution
- at a home or institution for socially disadvantaged or disabled persons
- for State, Federal and local government agencies

Community work programs cannot substitute for the work of paid staff. For example, if a school has a gardener employed, an offender could not replace that employee's work. However, the offender could assist the gardener.

What can we do for you?

Community Correctional Services can provide Individual Placements or Community Work Teams.

Individual Placements

An individual work placement is a community work opportunity, usually for one or up to a small group of offenders, and where the eligible community work site determines and allocates the tasks carried out by each offender. For example,

undertaking gardening, cleaning, painting, filing, admin assistant duties or helping community agencies with open days, fairs or fundraisers. The supervision, delegation of work, tools and equipment needed for these offenders, is the responsibility of the community work site.

Community Work Teams

A work team consists of up to 12 offenders given a specific task to complete. This may include paving, gardening, construction, re-vegetation, ongoing maintenance or other work. A supervisor who has experience in either a trade, working with offenders, or both leads the group. This supervisor can be a Field Officer paid by Community Correctional Services or someone provided by the community work site. Many of these teams work on weekends to cater for offenders who are employed. The nature of some projects, such as graffiti removal, is such that they require a community work team.

What type of work can offenders do?

Charity organisations

Charities/not for profits, can struggle to find volunteers to complete jobs that help them to continue operating. Community Correctional Services can fill this void. Examples of tasks include working in opportunity shops, recycling, administration, cleaning out

animal shelters, preparing and serving food for soup kitchens, making soft toys for needy children, and much more. Community Correctional Services can send offenders to your site or alternatively if the job required is packing or sorting of small materials, for example, envelopes or marketing material, we can arrange for the work to be completed at one of our Community Correctional Services offices.

Parks, gardens and reserves

Councils and community groups are often restricted by a lack of funding resources. If you have a communal park, garden or reserve that could do with some attention or maintenance then a Community Work Team may be the answer. Work teams can help with ongoing gardening, cleaning, rubbish removal, weeding and maintenance. Alternatively, they can assist in completing larger projects. For example, work teams have built new roadside stops, landscaped neglected community coastlines and parks, planted trees along riverbanks, installed environmentally friendly irrigation systems, installed park furniture and signage, and helped communities prepare for or clean up after fire or flood. Community Correctional Services has a strong focus on the environment. Innovative projects that assist communities to save water, plant trees or reduce carbon emissions are especially welcome.



Cemeteries and historical organisations

Many work teams help to maintain and beautify cemeteries. Offenders clean graves, remove rubbish and graffiti, prune and whipper snipper, develop and maintain gardens and flowerbeds. Some cemeteries have engaged offenders to complete administration, research and identify unmarked graves and provide markers. Offenders have also worked for a range of historical societies and helped with the restoration of historical buildings, weighbridges, trams, heritage listed assets and monuments.

“

Very impressive supervisor who thinks ‘outside the box’. Community is engaged, offenders working alongside people with disabilities, migrants, refugees... Everybody is supported.”

Marietta Martinovic, Lecturer in Criminal Justice Programs, RMIT University (CWPA 2011 judge)





Recipients of bikes refurbished by offenders practise bike maintenance.

Councils and Shires

Community Correctional Services works on many projects in a wide range of areas with councils across Victoria. Work teams are involved in graffiti removal from rail corridors, shopping centres, laneways, sporting clubs, community recreational areas and other high profile sites. Other projects have included environmental projects, waste removal, recycling of disposable household items, unwanted chemicals and bicycles, packing of community awareness literature, painting fire hydrants and kerbside house numbers, restoring parks and gardens, and painting council property.



Primary schools, kindergartens, and education centres

The maintenance and upkeep of schools is a constant challenge. If your school has had a project on hold due to lack of funding, Community Correctional Services may be able to help. Many schools across the State are taking advantage of Community Work Teams. Supervised weekend work teams can help undertake gardening and general maintenance duties, allowing your school to divert valuable resources to additional education programs and facilities. Work teams can assist in general cleaning, grounds keeping, gardening, landscaping and special projects. Work teams have built sandpits, constructed developmental play areas, planted fruit and vegetable gardens, and more.

Other groups

Community Correctional Services also works with community centres, neighborhood houses, co-ops, churches, aged care facilities, and hospitals. If you fit into these criteria and have something that needs doing, it is worthwhile contacting your regional Community Correctional Services office to see if we can help.

“

Offenders get a chance to give back to the community and also will walk (or cycle) away at the end of the program with the know-how to maintain their own bikes.”

Andrew Gillett, Community Planning and Engagement Officer, City of Brimbank, St Albans Connect



What does it cost?

The offender labour is free. You will be required to provide any tools, safety equipment and materials needed by the offenders to complete your job. If you are utilising the services of a work team on an ongoing basis or for a large job you may be required to provide a supervisor or pay for the wages of a Community Correctional Services Field Officer. You will be providing offenders with the opportunity to repay their debt to society, through work that contributes, in a meaningful way back to the community.

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How do I arrange an offender or work team for my site?

The first step is to contact your regional Community Work Program office and discuss your requirements with them. You will need to advise:

- the type of job(s) you need doing;
- if this is an ongoing arrangement or a one off job;
- how many workers you require; and
- The days and hours you would like them at your site.

Once your regional Community Work Program office has this information, they will arrange for someone to talk with you and discuss your needs in further detail. If both parties agree that there is a suitable match, then a Community Correctional Services Officer will conduct a standard occupational health and safety (OHS) inspection and forward the work agreement form for you to review and approve. Once both parties sign the Community Work Agency Agreement, you are then ready to receive your individual placements or work team.

“

Excellent rehabilitation in the forms of self-esteem and belonging and is also an excellent creative outlet. This project benefits a wide range of community partners.”

Marcus Godinho, Chief Executive Officer, Fareshare (CWPA 2011 judge)



What are the OHS requirements?

The occupational health and safety conditions for offenders working on your site are exactly the same as those you are required to provide for your employees. The OHS Act 2004 states that employers must, so far as is reasonably practicable, provide and maintain for their employees a working environment that is safe and without risks to health. This obligation

extends to everyone (employees, volunteers, visitors and offenders) who may be affected by your organisation's activities. Community Correctional Services staff will conduct an OHS assessment of your work site and assist you to check your site for potential OHS hazards and to take action to make the workplace a safer place for everyone.

What are the benefits of working with Community Correctional Services?

- Working with offenders allows many organisations to complete projects that would otherwise be deferred until labour funding could be raised
- Visual benefits to the public
- It is cost effective
- Allowing offenders to complete your projects will allow you to focus your time and attention on your core tasks and stakeholders
- Working with offenders is an investment in your local community. Offenders given work opportunities and skills are less likely to re-offend.
- Offenders come from all walks of life with all types of skills. Working with offenders allows you to impart your skills and you just might find that they teach you a thing or two as well!
- Working with offenders gives you an opportunity to help rehabilitate and re-connect offenders with their local



community. Time and time again, we hear inspirational stories from our long-term partners of offenders who have come back well after their court hours have been completed to volunteer with the organisation they worked at.

- It is a chance to give something back to your community. Sometimes a work placement is all that an offender needs to make a fresh start in life. Community work can contribute to their self-esteem, well being and give them a new purpose and direction.

FAQS

What sort of offenders will I get?

You have the right to make known whether there are certain types of offender that you are unable to receive at your work site. Your Community Correctional Services Officer will take you through the different types of offenders and ask you to specify which ones you can cater for. Community Correctional Services closely monitors all offenders it sends to work sites to ensure they are placed appropriately and match the criteria set down by the agency or organisation.

What if I have any trouble with an offender?

You are under no obligation to keep a particular offender until the completion of their community hours, especially if you feel that their work or general behaviour is unsatisfactory. If you would like to withdraw any worker from your site because of poor performance, Community Correctional Services will facilitate this in a timely manner to minimise the disturbance to your work site.

If you have a job you need doing contact the regional Community Work Program office nearest to you and ask for the Regional Community Work Program Manager.

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Published by Department of Justice, Victoria, Australia

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Authorised by the Department of Justice, 121 Exhibition St, Melbourne

July 2012



Department of Justice

Region/Location	Position	Telephone
Barwon South West region	Regional Community Work Program Manager	5564 1025
Eastern Metropolitan region	Regional Community Work Program Manager	9896 8210
Gippsland region	Regional Community Work Program Manager	5116 5800
Grampians region	Regional Community Work Program Manager	4301 7038
Hume region	Regional Community Work Program Manager	5858 7600
Loddon Mallee region	Regional Community Work Program Manager	5001 6333
Northern Metropolitan region	Regional Community Work Program Manager	9094 2200
Western Metropolitan region	Regional Community Work Program Manager	9300 6300
Southern Metropolitan region	Regional Community Work Program Manager	8710 2222
CCS – Graffiti Removal Program	Manager	9094 2602
CCS – Community Work Statewide	Manager	9094 2609