

## Mission Australia

About us:	<p>Mission Australia is a non-denominational Christian organisation that has been helping people re gain their independence for over 155 years.</p> <p>We’ve learnt the paths to getting back independence are different for everyone. This informs how we help people, through early learning and youth services, family support and homelessness initiatives, employment and skills development, and affordable housing. Our nationwide team delivers different approaches, alongside our partners and everyday Australians who provide generous support.</p> <p>Together we stand with Australians in need, until they can stand for themselves.</p>
Purpose:	<p>Inspired by Jesus Christ, Mission Australia exists to meet human need and to spread the knowledge of the love of God.</p> <p><i>“Dear children, let us not love with words or speech but with actions and in truth.” (1 John 3:18)</i></p>
Values:	Compassion Integrity Respect Perseverance Celebration
Goal:	To reduce homelessness and strengthen communities.

## Position Details:

Position Title:	School Based Youth Worker
Classification:	Community Services Employee
Level:	Level 5
Function:	Service Delivery
Reports to:	<p>Mission Australia Program Manager</p> <p>Support from St Joseph’s Catholic Flexible Learning Centre (SJCFLC) Site Manager</p>
Position Purpose:	Support student engagement, wellbeing and social inclusion responses of SJCFLC, and provide support to staff and young people involved in SJCFL programs.

## Position Requirements (What are the key activities for the role?)

Key Result Area 1	Enrolment, induction an supporting Young People
<p><b>Key tasks</b></p> <ul style="list-style-type: none"> <li>• Liaise and develop close relationships with families and referral agencies for young people seeking to enrol.</li> <li>• Gather appropriate information to support the development of a Personal Learning Plan as part of the young person’s induction.</li> <li>• In consultation with SJCFLC Site Manager and other staff, discern the grouping and support plan for each enrolment.</li> </ul>	<p><b>Position holder is successful when</b></p> <ul style="list-style-type: none"> <li>• All referrals are responded to and appropriate young people are enrolled in the program.</li> <li>• A Personal Learning Plan has been developed for each young person enrolled.</li> <li>• Support plans have been developed for each young person.</li> <li>• Each young person is thoroughly inducted into the Flexible Learning Centre and are aware of their</li> </ul>

<ul style="list-style-type: none"> <li>• Provide a program to support the induction of a young person into the Flexible Learning Centre (FLC).</li> <li>• Work collaboratively with the team to ensure program provision is culturally appropriate.</li> <li>• Collaborate with the team to support a socially inclusive program that responds to the physical, intellectual, social, spiritual and cultural needs of young people.</li> </ul>	<p>rights and responsibilities.</p> <ul style="list-style-type: none"> <li>•  </li> </ul>
<p><b>Key Result Area 2</b></p>	<p><b>Community Relationships – Families and Agencies</b></p>
<p><b>Key tasks</b></p>	<p><b>Position holder is successful when</b></p>
<ul style="list-style-type: none"> <li>• Develop supportive relationships and partnerships with families of young people and encourage their connection to the FLC.</li> <li>• Develop partnerships with the key agencies and support services for the provision of special services to support the education and wellbeing of the young people including counselling, health support, community activities and mentoring.</li> <li>• Engage with local agencies and support services on the provision of programs for young people such as Domestic Violence, Substance Abuse, and other health and wellbeing areas.</li> <li>• Advocate on behalf of the young people to local agencies, community groups as well as government and non-government services.</li> <li>• Provide support to SJCFCLC Head of Wellbeing providing contacts for the delivery of programs.</li> </ul>	<ul style="list-style-type: none"> <li>• Strong relationships are developed and maintained with young people, their families and carers.</li> <li>• Strong partnerships have been developed with support services and specialist services.</li> <li>• Partnerships have been established that allow for the delivery of suitable programs to the young people.</li> <li>• Head of Wellbeing is supported to deliver relevant programs to young people.  </li> </ul>
<p><b>Key Result Area 3</b></p>	<p><b>Youth Justice and Child Protection</b></p>
<p><b>Key tasks</b></p>	<p><b>Position holder is successful when</b></p>
<ul style="list-style-type: none"> <li>• Provide support to young people who have some engagement with the justice system.</li> <li>• Work closely with the SJCFCLC Site Manager in the enrolment process of young people referred from the Youth Justice System and Territory Families.</li> <li>• Support and assist young people with their obligations pertaining to court orders and parole.</li> <li>• Provide relevant information to staff to support young people in achieving educational and social wellbeing outcomes.</li> <li>• Provide support to young people in detention to enable their ongoing connection to the FLC and their families.</li> </ul>	<ul style="list-style-type: none"> <li>• Young people involved with the Youth Justice system are enrolled and supported through the FLC.</li> <li>• Young people are supported to ensure their compliance with their court orders and/or parole.</li> <li>• Staff are provided necessary information that will facilitate young people meeting positive educational and social wellbeing outcomes.</li> <li>• Outreach support is provided to young people who are in detention and contact continues with their family and carers.</li> <li>• Staff, young people and, where appropriate, family members are supported to work through child protection matters.</li> </ul>

<ul style="list-style-type: none"> <li>• Provide support service to staff and young people dealing with issues of child protection.</li> <li>• Provide referrals to support services for young people and families dealing with child protection matters.</li> </ul>	<ul style="list-style-type: none"> <li>• Referrals are made to support services are made as required.</li> </ul>
<b>Key Result Area 4</b>	<b>Transition Support</b>
<b>Key tasks</b>	<b>Position holder is successful when</b>
<ul style="list-style-type: none"> <li>• Support young people in improving their attendance and into new class groups as required.</li> <li>• Investigate and support pathways for young people into further education.</li> <li>• Develop relationships in the wider Alice Springs community to support employment pathways for FLC young people.</li> <li>• Develop and support workplace preparation programs for young people.</li> <li>• Support young people in transition to employment opportunities.</li> </ul>	<ul style="list-style-type: none"> <li>• Young people’s attendance is positive and transitions to new class groups occurs as required.</li> <li>• Opportunities for young people to continue with further education or training exist.</li> <li>• Relationships exist across the business and community sectors of Alice Springs that enhance opportunities for young people to engage in work experience or to secure employment.</li> <li>• Workplace preparation programs are delivered to young people.</li> <li>• Young people are supported into employment opportunities.</li> </ul>
<b>Key Result Area 5</b>	<b>Administrative and other responsibilities</b>
<b>Key tasks</b>	<b>Position holder is successful when</b>
<ul style="list-style-type: none"> <li>• Maintains appropriate records and prepares reports as required.</li> <li>• Maintains records on the database.</li> <li>• Participates in YP in care compliance meetings.</li> <li>• Participate in professional supervision.</li> <li>• Participate in regular whole team reflective practice sessions including daily staff debrief.</li> <li>• Participates in the daily routines and activities of the FLC e.g. morning meetings, lunch, electives, outings, camps.</li> </ul>	<ul style="list-style-type: none"> <li>• All administrative requirements are met.</li> <li>• Learning plans are developed.</li> <li>• All meeting requirements are fulfilled.</li> </ul>

## Work Health and Safety

Everyone is responsible for safety and must maintain:

- A safe working environment for themselves and others in the workplace
- Ensure required workplace health and safety actions are completed as required
- Participate in learning and development programs about workplace health and safety
- Follow procedures to assist Mission Australia in reducing illness and injury including early reporting of incidents/illness and injuries.

## Purpose and Values

## Position Description |

- Actively support Mission Australia's purpose and values and Edmund Rice Education Australia's- Youth+ principles of 'Respect, Participation, Safe and Legal and Honesty' ;
- Positively and constructively represent our organisation to external contacts at all opportunities;
- Behave in a way that contributes to a workplace that is free of discrimination, harassment and bullying behaviour at all times;
- Operate in line with Mission Australia policies and practices (EG: financial, HR, etc.);
- To help ensure the health, safety and welfare of self and others working in the business;
- Follow reasonable directions given by the company in relation to Work Health and Safety.
- Follow procedures to assist Mission Australia in reducing illness and injury including early reporting of incidents/illness and injuries.
- Promote and work within Mission Australia's client service delivery principles, ethics, policies and practice standards.
- Actively support Mission Australia's Reconciliation Action Plan.

## Recruitment information

### Qualification, knowledge, skills and experience required to do the role

- Experience in working with young people with high and complex needs, their families and community, to support educational and wellbeing outcomes
- Certificate IV in Youth Work or Youth Justice, desirable but not essential.
- Previous experience in the youth sector with knowledge and understanding of the local Aboriginal community
- Ability to provide a range of flexible programs and activities which successfully engage and support young people
- Strong communication skills, including oral and written skills, writing reports and case files, and the ability to advocate on behalf of young people
- Ability to respond quickly in a crisis situation, and make appropriate decision to ensure the safety of young people, yourself and/or other staff
- Ability to work effectively as a member of a multi-disciplinary team and demonstrating strong organisational skills

### Key challenges of the role

- The ability to work with young people and their families who face Challenging and multiple barriers
- Liaising with a broad range of people and groups across the community.

### Compliance checks required

Working with Children	<input checked="" type="checkbox"/>	
National Police Check	<input checked="" type="checkbox"/>	
Vulnerable People Check	<input type="checkbox"/>	
Drivers Licence	<input checked="" type="checkbox"/>	
Other (prescribe)	<input checked="" type="checkbox"/>	___ First Aid _____

Approval

Manager name

Approval date

| Tracey McNee

17/12/18