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POSITION DESCRIPTION

Position: Youth Mentors

**Program:** Targeted Care Packages

**Classification:** SCHADS Award Level 3 (Youth Worker Class 2)-with qualifications

**Hours:** Casual positions available

**Duration:** ongoing

**Location:** Positions are located at our Dandenong Office. Positions are expected to outreach to areas in the Southern Division

**Accountability:** This position is directly accountable to the Team Leader OHC

**Date:** July 2017

**INTRODUCTION**

At Anglicare Victoria our focus is on transforming the futures of children and young people, families and adults. Our work is based on three guiding pillars, Prevent, Protect, Empower. We offer a comprehensive network of services and seek to ensure the provision of high quality services that will bring about significant improvements in the life experience of the young people, children and families/caregivers with whom we work.

Anglicare Victoria has an official Reconciliation Action Plan (RAP) that bears the Reconciliation Action Trademark. The RAP requires that staff continue to develop their cultural competence so as to maximise opportunities and improved outcomes for Aboriginal and Torres Strait Islander peoples.

**OVERVIEW OF PROGRAM**

Anglicare Victoria provides a range of services to children and young people in the Out of Home Care system. As part of this work, we now deliver targeted and focused support to young people receiving a Lead Tenant Tailored Learning and Support Response.

The program operates as part of an integrated service response aimed at addressing protective issues, Court dispositions covered by the Children and Young Person’s Act, issues of family conflict, or family and/or personal and developmental crises.

**POSITION OBJECTIVES**

* These positions are directly accountable to the Team Leader and in turn to the General Manager
* Keep young people and their families who meet the program service criteria appropriately engaged and continue to work with families to achieve as per program’s goals and objectives.
* Use of intervention strategies (as per program guidelines) which achieve overall program goal of reunification of young people with their families or reconciliation re. their family situation and resolution of other presenting problems.
* Keep young people safe and well cared for while in agency accommodation.
* Reduce vulnerability in the young person’s life and contribute to greater clarity about workable options for their future.
* Deliver service provision on the basis of clearly developed and negotiated individual Placement Plans.

**KEY RESPONSIBILITIES**

* Work as part of a team to deliver high quality care to young people in a residential facility.
* Direct service work with young people in the program and where appropriate their families / caregivers as per program guidelines.
* Contribution to the development and maintenance of safe, secure and planned environment wherein resident’s developmental needs are effectively met
* Contribution to the development of participant group cohesion and the positive utilization of group dynamics within the program
* Ability to undertake Looking After Children (LAC) requirements for clients and monitoring of relevant documentation of LAC.
* Implementing and understanding of the impact of trauma on behaviors of adolescents in care.
* Implementing current practices in therapeutic interventions for adolescents in care with regard to trauma and attachment.
* Contribution to the development of a comprehensive education / living skills program for young people.
* Undertake designated case functions and tasks as per individual client plans.
* Providing opportunities for the development of social and recreational skills
* Liaison with schools, DHS, Centrelink, and other relevant agencies as required
* Keeping the relevant Team Leader fully briefed about all matters relating to appointees role in the program and immediately reporting all critical incidents and issues.
* Meeting administrative and documentation requirements of the agency.
* General household tasks including shopping, cooking, maintenance and cleaning.
* Education or experience in the provision of direct care throughout childhood ages.
* Other duties as required.

**Occupational Health & Safety (OHS)**

Anglicare Victoria is committed to ensuring the health and safety of its employees and any other individuals present in our workplaces.

In achieving and maintaining workplace health and safety, Anglicare Victoria will apply best practice in OHS in accordance with statutory obligations at all times.

All Anglicare Victoria employees and volunteers are required to take reasonable care for their own health and safety and for that of others in the workplace by working in accordance with legislative requirements and the company’s OHS policies and procedures.

**KEY SELECTION CRITERIA**

1. A relevant tertiary qualification – including at a minimum Certificate 4 in Youth Services of relevant fields.
2. Capacity and commitment to work effectively with young people in a variety of settings to achieve planned change.
3. Relevant experience and competence in the Human Service field
4. Ability and willingness to work effectively as part of a team, to meet program goals and objectives.
5. Appropriate verbal and written communication skills.
6. Highly effective communication and negotiation skills.
7. Commitment to the principles and practice of quality care in residential settings for the most vulnerable and disadvantaged young people, and to promote autonomy and self-determination for clients.

**OHS** - Employees are be required to complete the OHS requirements of the organisation, which may include local level training relating to equipment usage, Hazardous Chemicals, PPE.

## Employees, contractors and volunteers:

* participate in relevant health and safety training based on roles and responsibilities (Contractors to provide evidence of prior relevant training)
* as required, participate in the development and implementation of specific OHS hazard and risk management strategies
* understand and comply with all OHS legislation and regulations relevant to their activities at the designated workplace
* take reasonable care their actions or omissions do not adversely affect the health and safety of themselves and others
* cooperate with any reasonable directions, policies and procedures relating to health and safety in the workplace
* report all injuries, illness or ‘near misses’ to the Team Leader/Supervisor or Regional Manager

# Desirable skills, knowledge, and experience

1. An understanding of Trauma and the impact this has on children and young people in the Out of Home care system
2. Capacity to engage and motivate individuals to achieve set goals

# TERMS AND CONDITIONS

* Salary and conditions are in accordance with the Social, Community, Home Care and Disability Services Industry Award 2010. Salary packaging is offered with this position.
* All offers of employment at Anglicare Victoria are subject to a six month probationary period. The staff member will be asked to participate in an annual performance review linked to objectives set out for the position.
* All offers of employment are subject to a satisfactory Criminal History Check and must provide a Working with Children Check prior to commencement.
* A current Victorian Driver’s licence is essential.
* Anglicare Victoria is a member of HESTA (Health Employees Superannuation Trust). At present, we contribute 9.5% of ordinary time earnings to this fund. Staff may elect to choose their own superannuation fund.

**TO APPLY:**

Please view our website on [www.anglicarevic.org.au](http://www.anglicarevic.org.au)

For further enquiries contact Rebecca Francis on 03 9293 8500

**Applications close 14th August 2017**