

POSITION DESCRIPTION – TEAM MEMBER

Position Title	Youth Support Worker	Department	Community Programs
Location	Tiwi Islands, Northern Territory	Direct/Indirect Reports	0
Reports to	Regional Manager, Tiwi	Date Revised	October 2019
Industrial Instrument	Social Home Care and Disability Services Award		
Job Grade	Job Grade 3	Job Evaluation No:	HRC0008590

■ Position Summary

This position provides support and mentoring to young people on Tiwi Islands, and facilitates relevant program activities at the Murrupurtiyanuwu Catholic Primary School (MCPS) and Xavier Catholic College and at other relevant venues. The youth program aims to increase life skills, provide recreation and creative activities, encourage learning and school attendance, build cultural connection, reduce violence and anti-social behaviour and deliver drug and alcohol awareness prevention.

When assisting with the youth program they co-deliver program activities to selected primary and secondary school aged children, building trusted relationships with them and assisting them to build their own social and emotional resilience over time.

■ Position Responsibilities

Key Responsibilities

- Develop a range of purposeful, youth targeted educational, recreational and training activities, delivered weekly or twice weekly within the school or community environment.
- Maintain up to date knowledge of the issues facing young people on the Tiwi Islands ensuring program activities are delivered in a meaningful and consistent way that meets community need and expectation.
- Deliver activities taking into consideration the background and cultural and learning preferences of the participants with a focus on alcohol and other drug prevention, mental health and social justice.
- Establish and maintain meaningful and collaborative relationships with young people, families, the Tiwi community and relevant organisations and key stakeholders.
- Ensure all program materials are prepared ahead of time for the efficiency of program activities and events
- Contribute to program reporting as required.
- Provide feedback to program team leader about how to make the programs more effective.
- Work flexible hours - some afternoons, evenings and weekends as required.

■ Position Selection Criteria

Technical Competencies

- Demonstrated knowledge and experience working with young people from diverse backgrounds, including those from Culturally and Linguistically Diverse (CALD), Aboriginal and Torres Strait Islander backgrounds.
- Proven knowledge and understanding of Tiwi people and culture and the local issues for Tiwi Aboriginal families and at risk youth.
- Strong verbal and written communications skills including respectful and effective communication with young people.
- Demonstrated experience in networking and negotiating skills.
- Proven planning, organisational and time management skills.
- Proven ability to collect feedback about the program from teachers, parents and youth and to deliver this to the program team leader and Regional Manager, Tiwi.
- Ability to keep data and feed information into reports or write simple reports.
- Basic proficiency in MS Office or similar software.

Qualifications/Licenses

- A Working with Children check is a mandatory requirement for this role

Behavioural Capabilities

- **Personal effectiveness | Being culturally competent |** Demonstrated understanding and appreciation of cultural differences and diversity in the workplace. Always displaying respect and courtesy to others and acknowledges cultural heritages and varying perspectives of team members.
- **Personal effectiveness | Managing my behaviours |** Demonstrated track record in managing emotions and behaviours and understanding their impact on others. Ability to self-monitor and make improvements to manage own performance.
- **Team effectiveness | Collaborating |** Demonstrated capability to work with others to reach common goals, sharing information, supporting and building positive and constructive relationships.
- **Team effectiveness | Communicating |** Demonstrated capability to communicate clearly and concisely ensuring messages are understood. Ability to express ideas clearly, listen effectively and provide feedback constructively.
- **Organisational effectiveness | Innovating and improving |** Demonstrated ability to identify and raise issues regarding ineffective work processes and take initiative to make improvements.

■ General Conditions

All Red Cross staff and volunteers are required to:

- Adhere to the 7 fundamental principles of Red Cross:
Humanity | Impartiality | Neutrality | Independence | Voluntary Service | Unity | Universality
- Act at all times in accordance with the Australian Red Cross Ethical Framework and Child Protection Code of Conduct
- Demonstrate skill, knowledge and behaviour to work with Aboriginal and Torres Strait Islander people in a culturally respectful way
- Comply with the Work Health and Safety management system
- Undertake a police check prior to commencement and every 5 years thereafter. Police check renewals may be required earlier than 5 years in order to comply with specific contractual or legislative requirements

- Support a child safe organisation by undertaking screening for suitability to work with children, youth and vulnerable people and to comply with relevant state/territory legislative requirements
- Assist the organisation on occasion, in times of national, state or local emergencies or major disasters