



POSITION DESCRIPTION

POSITION TITLE	Practice Lead - Youth Programs
DIVISION	Community Programs
DEPARTMENT	Youth Programs
REPORTS TO	Practice Manager - Youth Programs
BASED IN	BSL Head Office - Fitzroy, Victoria Hybrid of face to face and working from home working conditions possible
FIXED-TERM	12 months, Parental leave contract

ORGANISATIONAL PURPOSE

Our vision at the Brotherhood of St Laurence is for an Australia free of poverty.

Established during the Great Depression by Anglican activist Father Gerard Tucker, the contemporary Brotherhood of St Laurence pursues systemic change for a fairer and more compassionate Australia where all people have a sense of belonging.

Our organisation employs over 1,400 staff and is supported by 1,200 volunteers. We partner with governments, business and other community organisations to address poverty in communities across the nation.

Our work in the community is varied: ranging from early learning, employment preparation, social enterprises, aged care, programs for families, older people, refugees and asylum seekers as well as digital literacy programs. We research the causes and effects of poverty and advocate national, state and local policy solutions for people experiencing disadvantage.

We have also established initiatives to tackle the challenge of climate change and environmental sustainability present for disadvantaged people. The Brotherhood's Strategic Plan for 2019-2023 outlines five strategic outcomes:

- Economic security for all,
- Wellbeing, social inclusion, empowerment and dignity for all,
- Inclusive services and communities,
- A trusted voice nationally on poverty and disadvantage,
- An inclusive, effective, efficient and agile organisation.

DIVISION AND DEPARTMENT PURPOSE

The Youth division has a focus on developing and demonstrating programs that ensure that young people experiencing disadvantage have the opportunity to build their capabilities and work toward their education, training, employment, housing and independence goals. We do this in an aspirational way, recognising that all young people have talents, ideas and goals. We know that young people are the 'experts' in their lives and have a high belief that they want to work toward sustainable futures.

We deliver on these aims by developing and demonstrating programs that are impactful and progressive. We demonstrate good practice in the Youth sector by ensuring our service development and practice is framed by what works for young people experiencing disadvantage, that is based on evidence.

We also convene Communities of Practice/s to both challenge and work alongside stakeholders in our communities to share in the *Advantaged Thinking* approach. We focus on the future goals of our young people by prioritising *coaching* conversations reflect the goals of our young people, and we ensure their voice is at the table by promoting meaningful *youth involvement* across all aspects of program development and demonstration.

KEY PRACTICE APPROACHES USED ACROSS BSL YOUTH PROGRAMS:

ADVANTAGED THINKING:

Advantaged Thinking asserts that rather than investing in young people's problems, the community needs to redirect investment into building their abilities and harnessing them for personal, as well as social, growth. By making a positive investment in young people, Advantaged Thinking focuses on developing their assets and on co-creating solutions – real jobs, real education and real community connections – to enable them to achieve independent adulthood.

COACHING:

Coaching is a particular practice approach that is relational, solutions-focused and goal-oriented in design, and aims to support young people to become 'independent yet connected adults'. The approach is grounded in a solid understanding of the developmental conditions of adolescence and early adulthood, the theories and frameworks of motivation, and the pedagogies of applied, constructivist and experiential learning.

YOUTH INVOLVEMENT:

We recognise young people are the experts in their lives. This means we need to be open and consistent when delivering a suite of formal and informal ways of embedding youth voice and expertise in our practice. This requires investment, creativity and commitment.

Key Programs and Community of Practice/s supported by the Practice Lead:

- Education First Youth Foyers
- Certificate 1 in Developing Independence
- Better Futures/Leaving Care
- Youth Transitions Support (YTS)/Schools hubs/Creating Futures
- National Youth Employment Body (NYEB)
- Building Youth Pathways (BYP)
- Inclusive Pathways to Employment (IPE)
- Foyer Foundation

POSITION PURPOSE

This role will lead on advancing the key practice approaches used by the BSL Youth Programs team and across the sector. This includes the development and packaging of training content into e-modules, delivery of training sessions to a varied range of practitioners involved in Youth programs (internal to BSL as well as externally), and the creation of tools and other key resources for practitioners to use in their day to day work that supports fidelity to these practice approaches.

KEY RESPONSIBILITIES AND DUTIES

1. Employee Management and Accountability

- work collaboratively within and across teams to achieve common goals,
- demonstrate a commitment to the Brotherhood's quality framework and culture by participating in and promoting quality actions through continual improvement activities
- provide coaching and support to all direct reports in the performance of their duties, monitoring and providing appropriate feedback in accordance with Brotherhood policies and procedures,
- in collaboration with the manager, set goals and objectives to ensure outcomes are met,
- model the Brotherhood values and adhere to the Code of Ethical Behaviour in everyday work practices,
- take responsibility for managing risk, safety, health and compliance in own area of responsibility and ensure steps are taken to prevent unsafe work practices in accordance with Brotherhood policies and procedures.

2. Training Content Development and Delivery

- Create and consolidate impactful training modules, including e-modules, packaging complex material into engaging and practical content,
- Deliver high energy and informative training sessions and presentations to a diverse range of audiences and practitioners of varied backgrounds,
- Prepare and co-present training sessions with programmatic staff and young people who have lived experience or who have participated in BSL Youth programs,
- Offer advisory support to a range of practitioners and partners of BSL Youth programs by translating theory into practice - responding to queries with practical advice,
- Manage a training calendar and open up opportunities for a wide range of stakeholders from the sector to participate in programs and sessions,
- Organise relevant follow-ups to training programs and sessions, including one-on-one practice reflections, tools, resources and templates that contribute to the ongoing professional development of staff across multiple programs,
- Coordinate the logistics of training events, including venues, catering and invitations, maintaining training logs, attendance sheets and evaluations.

3. Service Development and creation of Practice Resources

- Create resources that support the practice approach used in the delivery of Advantaged Thinking BSL Youth programs – including manuals, practice frameworks, fact sheets, templates, etc,
- Maintain and contribute to the suite of coaching resources – including websites, apps and the creation of e-modules for training purposes,
- Provide advisory support and lead a strategy of embedding youth involvement across BSL Youth programs.

4. Establish Productive Working Relationships

- Represent the Brotherhood and maintain collaborative working relationships with key stakeholders, including leading the consultancy work and co-design processes with organisations who engage the Brotherhood to support their practice change and service development work,
- Assist in the organisation of and participate in relevant Community of Practice forums, key partnership and internal Youth programs divisional meetings,
- Deliver impactful presentations regarding service development and practice models to key stakeholders such as Government Ministers and senior public servants.

5. Meet Accountability and Reporting Requirements

- Develop and monitor work plan as appropriate,
- Meet with and report regularly on progress to the Practice Manager – Youth Transitions.

6. Multi-Skilling

- the incumbent may be directed to carry out such duties as are within the level of the position and scope of the incumbent's competence and training as directed by the manager.

SCOPE OF RESPONSIBILITY

Direct Reports: Youth Advisors x 2 (casual)

KEY SELECTION CRITERIA

Essential

- Experience in developing and managing youth-focused programs and projects,
- Demonstrated ability to write and develop training content for multidisciplinary teams,
- Experience delivering training sessions that are dynamic, creative and informative,
- A degree/relevant tertiary qualification in the area of youth, education, community services or a related field,
- Proven youth focus, with an understanding of and commitment to the values and ideals of BSL's Youth programs, and the Advantaged Thinking approach,
- Well-developed verbal communication and interpersonal skills to build effective relationships with a broad range of stakeholders,
- Demonstrated experience in managing stakeholder relationships with Government Departments, the TAFE sector and Community Services Providers,
- Ability to work independently and effectively within a team to achieve outcomes,
- Ability to identify and resolve problems and make appropriate recommendations,
- Well-developed organisational and time management skills with the ability to plan workload, prioritise tasks and meet deadlines,
- A current Victorian Driver's License, and a willingness to travel throughout Victoria, and sometimes interstate, for work related tasks,
- Understanding of and empathy with the values and ideals of the Brotherhood.

Desirable

- Experience in the education sector (teaching, curriculum design, youth program development),
- Certificate 4 in Training and Assessment.

MANDATORY EMPLOYMENT CRITERIA

- specific work requirements include work-based travel and attendance at a variety of different work locations,
- proof of eligibility to work in Australia is required,
- a satisfactory Police Check is required. The Brotherhood will facilitate this process,
- a Working with Children Check is required for this position. The Brotherhood will facilitate this process.