

# YOUTH AND FAMILY WORKER POSITION DESCRIPTION YOUTH SERVICES LODDON CAMPASPE REGION

**At Anglicare Victoria our focus is on transforming the futures of children, young people, families and adults.** Our work is based on three guiding pillars: Prevent, Protect and Empower.

We strive to create an environment where employees feel valued and rewarded.

By living the Anglicare Victoria values and actively fostering fairness, equality, diversity and inclusion, our people make Anglicare Victoria a truly great place to work.

**So come and join us at Anglicare Victoria where there is a rewarding career ready for you** in a dedicated, professional team where respecting each other; leading with purpose; working together; and creating a positive difference are valued, and learning and creativity are encouraged.



## Position details

<b>Position</b>	Youth and Family Worker
<b>Program</b>	Finding Solutions / Placement Intervention Family Support - Youth Services
<b>Classification</b>	SCHADS Award Level 5 (Social Worker Class 2) (Classification will be dependent on qualification and years of experience within the relevant field consistent with the SCHADS Award)
<b>Hours</b>	Part Time
<b>Hours per week</b>	30.4
<b>Duration</b>	Fixed Term
<b>Fixed term end date</b>	28 February 2021
<b>Location</b>	Bendigo
<b>Reporting Relationship</b>	This position reports directly to the Parenting Team Leader – Youth and Community Services.
<b>Effective date</b>	January 2020

## Overview of program

Youth and Community Services is comprised of several programs that offer support to vulnerable young people and their families across the Loddon-Campaspe area. These programs include youth support services, homelessness services, adolescent and family mediation services, early intervention/reunification services, education re-engagement, community engagement and other youth focused programs. These programs are aimed to actively engage vulnerable young people (and their families where appropriate) to ensure their immediate and longer term safety, stability and wellbeing are promoted, including positive health, educational, emotional and social outcomes.

This position is working primarily within the two programs below:

The **Finding Solutions** program aims to;

- Divert a significant proportion of young people at risk of entering out-of-home care to community-based services.
- Provide a creative service response to young people and their families which will include the use of mediation intervention, to reduce the need for out-of-home care and which supports and strengthens the family relationship.
- Provide support to parents and young people that assists them to identify and resolve behaviours and /or issues that are placing their relationship at risk of breakdown, and which eases tension in the family without severing links or reducing parents' capacity to care for the young person.

The **Placement Intervention Family Support** program:

- Is a service for families and young people (12–17 yrs) with Child Protection involvement.
- Works adjacent to the young person's care team, with a strong focus on early intervention, crisis management and supporting the family to live safely together.
- Works towards reunification and preservation.

## Position Objectives

Using a team approach and drawing on practice skills and experience, the Youth and family Worker will;

1.	Work with vulnerable high risk young people and/or their families to ensure safety and stability.
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2.	Divert a significant proportion of young people at risk of entering out-of-home care to community-based services, and / or work towards reunification and preservation.
3.	Provide a creative service response to young people and their families which may include the use of crisis intervention, early intervention, mediation intervention and linkages to community, which supports and strengthens the family relationship.
4.	Provide support to parents and young people that assists them to identify and resolve behaviours and /or issues that are placing their relationship at risk of breakdown.

The **Key Responsibilities** are as follows but are not limited to:


1.	Actively engage young people and families in a strengths-focused, culturally sensitive way.
2.	Undertake risk and need assessments with the young person and their families including identification of the underlying barriers that are contributing to family breakdown and develop goals to address these issues.
3.	Develop plans with the young people and families, and provide appropriate interventions to reach identified outcomes.
4.	Ensure work is planned, managed and reviewed, and is consistent with relevant legislative, policy and service standards, frameworks and guidelines, and is in line with Anglicare Victoria's philosophies and values.
5.	Engage and collaborate with care-teams, as well as other relevant agencies.
6.	Ensure program reports and data to internal and external stakeholders are completed as required and as requested, including maintaining accurate records and statistical information.
7.	Additional responsibilities or duties may arise from time to time through negotiation with the Team Leader and/or Program Manager.

## Key Selection Criteria

The Key Selection Criteria are based on role specific requirements **and** the Anglicare Victoria Capability Framework. Applicants are required to provide a written response to **both** a) and b).

### a) Role specific requirements

Applicants are required to provide a written response to the role specific requirements. The five criteria are to be addressed individually (no more than 2 pages in total).

 Role Specific	1. A relevant tertiary qualification in Social Work, Psychology and/or related behavioural sciences at degree level with substantial experience; or associate diploma level with substantial experience in the relevant service stream, or less formal qualifications with specialised skills sufficient to perform at this level.
	2. Demonstrated resilience and understanding to work with and build rapid engagement to support clients who have been exposed to trauma, violence or neglect.
	3. Demonstrated experience in working with high needs complex families, by utilising a youth focused, family centred approach, and experience in parenting educational program approaches.
	4. Demonstrated experience in being able to provide a range of service interventions to young people and their families that include case management, mediation, advocacy, safety planning and linkages to other services.
	5. Well-developed written skills including case notes and report writing, using a range of electronic data systems.
	6. Effectively build and maintain relationships and work with a diverse range of stakeholders.

## Key Selection Criteria (continued)

### b) Anglicare Victoria Capability Framework

Applicants are required to provide a written response to the Anglicare Victoria Capability Framework. Applicants are to describe how they demonstrate the characteristics in each of the three nominated capability groups; **Personal Qualities**, **Relationship and Outcomes**, and **Leading People** (no more than 1 page in total).

The Anglicare Victoria Capability Framework describes the capabilities required to meet the expectations of clients, colleagues and communities in today's changing environment.

These capabilities work together to provide an understanding of the knowledge, skills and abilities required of all employees.

#### Personal Qualities



##### Displays Resilience

Thrives in a changing environment. Handles ambiguity.

Maintains a positive attitude and continues to deliver exceptional results in the face of challenging situations.

##### Has a learning mindset

Shows drive and motivation and a commitment to learning. Strives for continual improvement by looking for ways to challenge and develop.

Brings an innovative approach, fresh thinking and curiosity to develop practical solutions.

##### Shows cultural awareness

Respects difference in all its forms.

Values diversity as a strength and positively utilises diversity.

#### Relationships and Outcomes



##### Puts clients first

Acts to make a real difference in their work.

Is passionate about providing exceptional service to clients, customers and end-users.

##### Works collaboratively

Collaborates with others and values their contribution. Skilled at building strong and authentic relationships.

##### Demonstrates technical and professional acumen

Creates distinctive value for clients and Anglicare Victoria by applying a range of technical and professional capabilities to deliver quality outcomes.

#### Leading People



##### Manages, coaches and develops people

Engages, motivates employees and volunteers to develop their capability and potential.

##### Inspires direction and purpose

Creates a positive and engaged team environment.

Communicates goals, priorities and vision and recognise achievements.

##### Leads change

Leads, supports, promotes and champions change, and assist others to engage with change.



## 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, contractors 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
- 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 their Supervisor or Manager
- participate in relevant health and safety training based on roles and responsibilities
- as required, participate in the development and implementation of specific OHS hazard and risk management strategies.

In addition to the above, positions with supervision or management responsibility are required to ensure a safe and healthy work environment for all employees, clients, contractors and visitors. This can be achieved by ensuring all people are aware of and have access to OHS policies, procedures, training and reporting systems

## Cultural Safety in the Workplace

Anglicare Victoria recognises the important and unique contribution Aboriginal and Torres Strait Islander employees make by bringing their unique skills, knowledge and experience to the workplace. They also contribute important insight into how Anglicare Victoria can provide for and engage with Indigenous clients and communities more effectively.

Our Reconciliation Action Plan (RAP) and Workforce Strategy outlines Anglicare Victoria's commitment to leading and facilitating sustainable employment, training, retention and career development opportunities for Aboriginal and Torres Strait Islanders people.

## Conditions of employment

- Salary and conditions are in accordance with the Social, Community, Home Care and Disability Services Industry Award (SCHADS) 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, a current Driver's License and an Employment Working with Children Check prior to commencement.

## Acceptance of Position Description requirements

To be signed upon appointment

### Employee

Name:

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Signature:

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Date:

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