

PROJECT WORKER - YOUTH OUR CRITICAL ASSET POSITION DESCRIPTION

YOUTH SERVICES

LODDON 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

Position	Project Worker – Youth our Critical Asset
Program	Youth Services
Classification	SCHADS Award Level 5 (Youth Worker Class 4)
Hours	Part Time
Hours per week	19 hours per week (plus an additional overtime shift each fortnight)
Duration	Fixed Term
Fixed term end date	30 September 2020
Location	Loddon Region
Reporting Relationship	This position reports directly to Program Manager, Youth and Community Services
Effective date	May 2019

Overview of program

Youth our Critical Asset is an innovative project aimed at improving the mental health and wellbeing outcomes of young people (12 – 25 years) across the Loddon Area. A co-design approach has been adopted to ensure that young people directly inform the project design, implementation and evaluation. The project implementation will be coordinated by the two project workers.

The project specifically aims to improve the awareness and accessibility of youth mental health prevention and promotion services, programs and activities through the implementation of mobile and digital infrastructure. The project will involve the development of a mobile outreach van and a youth mental health services directory app.

The project is funded by DHHS and supported by the Loddon Campaspe Regional Partnership. The project is managed through the Youth our Critical Asset Steering Committee.

Anglicare Victoria is a significant regional provider of Youth Services, and is pleased to provide the management and support of the two project workers. The project will involve engagement with young people across a large geographical area and therefore some flexibility will be required with respect to the spread of working hours.

The Project workers will report to the Youth and Community Services Program Manager.

Position Objectives

1.	To co-ordinate the implementation of the Youth our Critical Asset Project.
2.	Develop and maintain strong partnerships with key stakeholders.
3.	Co-ordinate the design, development and implementation of project activities, through a co-design approach with young people.
4.	Participate in the Youth our Critical Asset Steering Committee, supporting the aims of the project to improve the awareness and accessibility of youth mental health prevention and promotion services.

Key responsibilities

The key responsibilities are as follows but are not limited to:

1.	Develop a project implementation strategy through a co-design approach with young people.
2.	Co-ordinate the design and development of a youth mental health services directory app, and the management of a youth outreach van, in collaboration with young people and the steering group.
3.	Co-ordinate, train and mentor youth volunteers ('Youth Champions') to assist with the project implementation and ongoing project sustainability.
4.	Establish two catchment-based advisory groups.
5.	Support engaged groups of young people, in each local government area, to help guide the project to meet place-based needs.
6.	Proactively promote project activities and events via a range of social marketing platforms.
7.	Develop and maintain strong partnerships with key stakeholders.
8.	Participate in the Youth our Critical Asset Steering Committee meetings including providing regular project updates.

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 Community Services, Social Work, Psychology, Youth Work and/or related behavioural sciences at degree level or Diploma level with substantial experience. Other relevant qualifications may be considered.
	2. Demonstrated experience and knowledge in co-design approach, and understanding of placed based needs and approaches.
	3. Demonstrated knowledge and experience of the service system as it relates to this project, in particular of the youth sector and mental health prevention and promotion.
	4. Demonstrated experience/skills in project management and ability to manage projects effectively with sound written, verbal and analytical skills.
	5. Demonstrated engagement skills with young people.
	6. Demonstrated ability and commitment to collaboratively work with diverse 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: _____

Signature: _____

Date: _____