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| C:\Users\jjohnson\Desktop\logo_new.JPG | **POSITION DESCRIPTION** | | | | | |
| **Position title:** | | Casual Residential Youth Worker (relief work) | | | | |
| **Program/Team:** | | Windsor House; PIF House; Sandgate House; Nundah House | | | | |
| **Employment type & hours** | | Shift work / Casual | | | | |
| **Award conditions:** | | SCHADS Award 2010 | **Remuneration:** | | TPEO Level 1.1 Community Service Worker | |
| **Working from:** | | At various locations - Windsor, Sandgate, Carina | | | | |
| **Reporting relationship:** | | Casual Residential Youth Workers are responsible to the site Residential Program Manager | | | | |
| **Qualifying period:** | | 6 months | | **Last review of PD:** | | February 2016 |
| **Primary purpose of position:** | | Casual Residential Youth Workers are required to backfill positions that provide young people with safe and appropriate accommodation, case management, support, advocacy, and information to assist young people to make informed choices about their lives. | | | | |
| **SELECTION CRITERIA -** Applicants shall be assessed against these selection criteria. Applicants need to provide written responses to the selection criteria below of no more than two pages in total. | | | | | | |
| SELECTION CRITERIA | 1. Demonstrated experience working with young people with high and complex needs and an understanding of the issues and challenges in responding to their needs 2. Ability to provide brief solution focussed crisis interventions and ongoing case managed support 3. Strong communication skills, including oral and written skills, writing report and case files, collaborating with community services, and the ability to liaise effectively with young people and advocate on their behalf 4. Strong planning and organisational skills and the ability to work solo shifts in a residential setting 5. Ability to respond quickly in a crisis situation and make appropriate decisions to ensure the safety of young people, yourself and / or other staff. | | | | | |
| Qualifications, Checks and References  (Mandatory) | * A tertiary qualification in Youth Work, Human Services, Social Work or similar * A minimum of five years’ experience in a similar role * A current “C” class Queensland driver’s licence * Working with Children Suitability positive notice (Blue Card) * Provide three relevant referees, including current or most recent manager | | | | | |
| Experience | * Experience building trusting working relationships with marginalised young people and providing targeted interventions * Ability to facilitate individual and group activities providing positive engagement with young people * Experience developing networks and collaborative relationships with internal and external service providers * Experience using client management systems, case file notations and Microsoft products | | | | | |
| Attributes | * Understanding of and commitment to BYS vision, objectives and Practice Framework * Self-reflective and critical thinking skills * Personal drive and integrity * Consultative and collaborative working attitude * Flexible, self-directing, inclusive, respectful, ethical, accountable. * Commitment to a learning culture and ongoing professional development | | | | | |

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| **KEY RESULT AREAS – Roles and responsibilities** | |
| Service Delivery | * Provide safe and appropriate accommodation and support to young people and respond to their needs by providing supervision, emotional support, social and living skills development, recreational opportunities, conflict resolution * Support young people in achieving their defined goals * Assist in implementing structured and informal living skills strategies for young people * Provide on call support to other BYS residential clients, when applicable * Provide assistance and support in situations that impact on the safety of others and to protect BYS property * Responsible for household duties such as cooking, cleaning, and to assist young people to maintain a reasonable standard of cleanliness |
| Service operation and development | • Implement relevant service standards to ensure quality service provision.   * Provide constructive feedback on service / program delivery to the Program Manager * Liaise with the Program Manager in a timely manner to provide feedback or raise issues regarding a young person, maintenance and repairs, staffing issues etc * Maintain daily shift reports; medication records; other paperwork as required * Provide resources and networking information to the young people |
| People and Culture | * Comply with the BYS Code of Conduct to uphold ethical and professional practice * Participate in training and professional development opportunities where required * Attend supervision and team meetings as required * Participate as a collaborative and supportive team member, contributing to the overall effectiveness of the service and outcomes for young people * Attend supervision and performance appraisal with the Program Manager to monitor service delivery and performance * Attend training and professional development opportunities to address learning needs |
| Administration | * Maintain accurate and timely records and data collection, including financial expenditure * Maintain mandatory reporting in collaboration with the Program Manager * Undertake any other tasks as required |
| **WORKING HOURS AND CONDITIONS** | |
| * + The Casual Residential Youth Worker is required to be available to work Monday - Friday night shifts, Saturday day & night shifts and Sunday day and nightshift. Penalties and shift allowances apply.   + Week day shifts start at 4.30pm and finishes at 9:30am the next day. (consists of 4:30pm to 11:30pm, a sleep over shift, and 7:30am to 9:30am.   + Saturday day shift starts at 9.00 am and finishes at 5:00pm – Saturday night shift begins at 4:30 pm and finishes Sunday morning at 9:00 am. Sunday day shift begins at 8:30 am and finishes at 5:30 pm – Sunday night begins at 5:00 pm and concludes Monday morning at 9:30 am.   + All night shifts have a sleepover component of 8 hours and attract the SCHADS sleepover allowance.   + There is ‘on-call’ support for the Youth Workers via phone support or physical assistance, if necessary.   + A weekly staff meeting is held off site– you will be invited if you need to attend and be paid accordingly. | |

*This Position Description forms part of the performance management framework for the Residential Youth Worker (Casual) position. As the successful applicant, you are required to sign and date this Position Description to demonstrate your commitment to fulfil this role in accordance with the key result areas outlined above.*

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| **Employee Name:** |  | **Signature:** |  | **Date:** |  |
| **Managers Name:** |  | **Signature:** |  | **Date:** |  |