

## POSITION DESCRIPTION

<b>Position Title:</b>	Brief Intervention Worker		
<b>Program/Team:</b>	Young Women, Families and Safe Relationships [YWF&SR]		
<b>Employment Type &amp; Hours:</b>	Full Time   76 hours per fortnight		
<b>Award Conditions:</b>	Social, Community, Home Care & Disabilities Services [SCHADS] Award 2010	<b>Remuneration:</b>	SACS Level 4
<b>Working From:</b>	The Youth Support Centre, Fortitude Valley and/or other BYS offices		
<b>Reporting Relationship:</b>	Reports to the Young Women and Families Manager		
<b>Probation Period:</b>	Six [6] months		
<b>Primary Purpose of Position:</b>	This position will provide immediate support to young people and families temporarily residing in motel accommodation who are homeless or at risk of homelessness. Using solution focused crisis and brief interventions, this position will pursue viable accommodation options through assessment and referrals, both internal to BYS and the wider community.		
<b>In addition to submitting a resume or CV applicants must address the selection criteria [below] in their cover letter to be considered for shortlisting</b>			
<b>Selection Criteria:</b>	<ol style="list-style-type: none"> <li>1. Understanding of and commitment to BYS vision, objectives and practice framework</li> <li>2. Demonstrated understanding of the issues impacting young people experiencing or at risk of homelessness</li> <li>3. Demonstrated ability to undertake thorough assessments of a young person's situation and support needs, including risk assessments</li> <li>4. Demonstrated ability to work holistically with vulnerable young people, building trusting relationships and delivering solution focussed crisis and brief interventions</li> <li>5. Strong communication skills, including interpersonal skills and writing skills and the ability to advocate effectively on behalf of others</li> <li>6. Strong organisational and planning skills and the demonstrated ability to work independently and prioritise and manage competing demands</li> </ol>		
<b>Education, Qualifications, Requirements [Mandatory]:</b>	<ul style="list-style-type: none"> <li>• A tertiary qualification in Social Work, Psychology, Social Sciences or comparable qualification OR substantial demonstrated experience in a related field</li> <li>• Current Queensland driver's license</li> <li>• National Police Check clearance</li> <li>• Working with Children Suitability Card [Blue Card] / willingness to obtain a Blue Card prior to commencement</li> <li>• Evidence of vaccination, immunity, or medical exemption for the following preventable diseases prior to commencement: Measles, Mumps, Rubella and Varicella [Chicken Pox]; Pertussis [Whooping Cough]; and COVID-19</li> </ul>		

	<ul style="list-style-type: none"> <li>• Two relevant references, including most recent manager, if relevant</li> </ul>
<b>Skills &amp; Experience:</b>	<ul style="list-style-type: none"> <li>• Experience working with vulnerable young people</li> <li>• Experience in a front-line service delivery setting [desirable]</li> <li>• Experience undertaking assessments and planning interventions with young people with complex needs.</li> <li>• Gendered and trauma informed understanding of domestic and family violence [DFV]</li> </ul>
<b>Personal Attributes:</b>	<ul style="list-style-type: none"> <li>• Personal drive and integrity and ability to stay calm under pressure</li> <li>• Consultative and collaborative working attitude</li> <li>• Flexible, initiative, collaborative, inclusive, respectful, ethical, accountable</li> <li>• Commitment to a learning culture and ongoing professional development</li> </ul>
<b>Role and Responsibilities</b>	
<b>Service Delivery:</b>	<ul style="list-style-type: none"> <li>• Complete thorough assessments and provide crisis and brief interventions with young people</li> <li>• Provide centre based, phone support and mobile support including outreach visits</li> <li>• Facilitate referrals and support young people to access housing, legal, physical and mental health support, education and employment, and engage with their community</li> <li>• Facilitate appropriate referrals of young people where ongoing support is required</li> <li>• Create and maintain support plans and case notes in line with organisational policies and procedures</li> <li>• Develop networks and collaborative relationships with internal and external providers</li> <li>• Assist with keeping shared service delivery space clean and operational</li> <li>• Collect and maintain accurate client data, to contribute to monitoring, evaluation and reporting on program performance</li> <li>• Participate in both quantitative and qualitative data collection to support BYS continual quality improvement</li> <li>• Participate in staff training and development activities as required</li> <li>• Participate in case planning and review and service planning;</li> <li>• Transport groups and individuals to appointments, meetings, and any other activities as required</li> </ul>
<b>People, Culture, Safety:</b>	<ul style="list-style-type: none"> <li>• Contribute to a culture of respect, optimism, accountability and resilience in line with organisational values</li> <li>• Participate as a collaborative and supportive team member, contributing to the overall effectiveness of the team and outcomes for young people</li> <li>• Participate in supervision to monitor service delivery and evaluation, and collaborate on self-care initiatives</li> </ul>

	<ul style="list-style-type: none"> <li>• Identify and participate in training and professional development opportunities</li> <li>• Model ethical behaviours in line with the BYS Code of Conduct and consistently apply ethical standards to self and others</li> <li>• Participate in quality practice reviews, all-staff days, organisational planning and identify and participate in training and professional development opportunities</li> <li>• Protect and promote the rights of children and young people, including making decisions compatible with the Human Rights Act 2019; and responding to and reporting suspicions and disclosures of abuse or harm</li> <li>• Ensure a healthy and safe workplace for all by adhering to BYS Work Health, Safety and Wellbeing Policy, Procedures and Practices</li> <li>• Actively participate to deliver the BYS Reconciliation Action Plan [RAP] initiatives and measurable actions that support First Nations equality across our organisation and services</li> </ul>
<b>Administration:</b>	<ul style="list-style-type: none"> <li>• Undertake all administrative functions relating to the role and ensure accurate and timely records are created and maintained in accordance with relevant legislation and BYS policies</li> <li>• Ensure the timely, consistent and accurate completion of client data records, including planned support and reviews, intake and outcomes assessment data, to contribute to monitoring, evaluation and reporting on program performance and outcomes</li> <li>• Submit timesheets and leave requests accurately and on time on a fortnightly basis, in accordance with relevant legislation and organisational policy and procedure</li> <li>• Collect and maintain accurate, timely client data and contribute to program-specific and organisation-wide monitoring, evaluation and learning activities</li> <li>• Undertake any other duties or tasks as required</li> </ul>

*The changing demands of BYS's organisation requires it to have reasonable flexibility in stipulating the duties that you will undertake from time to time. You will be required to perform any other duties for which you have the appropriate skill and/or training which are assigned to you by BYS, and these responsibilities do not limit what may be reasonably be requested of an employee during the course of their employment. 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.*

<b>Employee Name:</b>		<b>Signature:</b>		<b>Date:</b>	
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