

POSITION DESCRIPTION

Position Title:	Senior Brief Intervention Worker		
Program/Team:	Young Women, Families & Safe Relationships [YWF&SR]		
Employment Type & Hours:	Full Time 76 hours per fortnight		
Award Conditions:	Social, Community, Home Care & Disabilities Services [SCHADS] Award 2010	Remuneration:	SACS Level 5
Working From:	The Youth Support Centre Fortitude Valley and/or other BYS offices		
Reporting Relationship:	Reports to the Young Women and Families Manager		
Probation Period:	Six [6] months		
Primary Purpose of Position:	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.		
In addition to submitting a resume or CV applicants must address the selection criteria [below] in their cover letter to be considered for shortlisting			
Selection Criteria:	<ol style="list-style-type: none"> 1. Understanding of and commitment to BYS vision, objectives and practice framework 2. Demonstrated understanding of the issues impacting young people experiencing or at risk of homelessness 3. Demonstrated ability to undertake thorough assessments of a young person's situation and support needs, including risk assessments 4. Demonstrated ability to work holistically with vulnerable young people, building trusting relationships and deliver solution focussed crisis and brief interventions 5. Strong communication skills, including interpersonal and writing skills and the ability to advocate effectively on behalf of others 6. Strong organisational and planning skills and the demonstrated ability to work independently and prioritise and manage competing demands 		
Education, Qualifications, Requirements [Mandatory]:	<ul style="list-style-type: none"> • A tertiary qualification in Social Work, Human Services, Psychology, Social Sciences or comparable qualification OR substantial demonstrated experience in a related field • Current Queensland driver's license • Working with Children Suitability Card [Blue Card] / willingness to obtain a Blue Card prior to commencement • National Police Check clearance • 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 • Two relevant references, including most recent manager 		

Skills & Experience:	<ul style="list-style-type: none"> • Experience working with vulnerable young people • Experience in a front-line service delivery setting [desirable] • Experience undertaking assessments and planning interventions with young people with complex needs • Gendered and trauma informed understanding of domestic and family violence [DFV]
Personal Attributes:	<ul style="list-style-type: none"> • An ability to lead, direct, motivate and contribute in a positive way to the health of an organisation • Personal drive and integrity and ability to stay calm under pressure • Consultative and collaborative working attitude • Flexible, initiative, collaborative, inclusive, respectful, ethical, accountable • Ability to work independently exercising initiative, judgement and decision making • Commitment to a learning culture and ongoing professional development
Role and Responsibilities	
Leadership:	<ul style="list-style-type: none"> • Identify, mitigate and monitor operational risks in service delivery and actively use risk management systems to ensure the safety of staff, young people and the community • Demonstrate leadership qualities such as ability to mentor, support and guide; provide debriefing [including incident debriefing] to colleagues, as required, and model the BYS core values of Respect, Optimism, Accountability and Resilience • Plan and support team induction processes including practice mentoring and shadowing opportunities for new team members and supervise students, project staff and volunteers in line with BYS policies and line management • Develop networks and collaborative relationships with internal and external service providers
Service Delivery:	<ul style="list-style-type: none"> • Provide intake, assessment, advocacy and follow up for referrals and facilitate appropriate pathways of support for young people to achieve their goals • Assist young people experiencing or at risk of homelessness to secure and sustain safe, affordable housing • Manage and support a caseload of young people and provide specialist support, and interventions to address the issues that may have contributed to their homelessness • Provide centre based, phone support and mobile support including outreach visits • Facilitate referrals and support young people to access housing, legal, physical and mental health support, education and employment, and engage with their community • Create and maintain support plans and case notes in line with organisational policies and procedures • Assist with keeping shared service delivery space clean and operational

	<ul style="list-style-type: none"> • Participate in staff training and development activities as required • Participate in case planning and review and service planning • Transport groups and individuals to appointments, meetings, and any other activities as required
People, Culture, Safety:	<ul style="list-style-type: none"> • Contribute to and model a culture of respect, optimism, accountability and resilience in line with organisational values • Participate in regular supervision to monitor service delivery and evaluation and collaborate on high-risk planned support and self-care initiatives • Identify and participate in training and professional development opportunities • Participate as a collaborative and supportive team member, contributing to the overall effectiveness of the team and outcomes for young people • Create a trusting, cohesive environment where people can express opinions and those opinions are heard • Model ethical behaviours in line with the BYS Code of Conduct and consistently apply ethical standards to self and others • Participate in quality practice reviews, all-staff days, organisational planning and identify and participate in training and professional development opportunities • 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 • Ensure a healthy and safe workplace for all by adhering to BYS Work Health, Safety and Wellbeing Policy, Procedures and Practices • Actively participate to deliver the BYS Reconciliation Action Plan [RAP] initiatives and measurable actions that support First Nations equality across our organisation and services
Administration:	<ul style="list-style-type: none"> • Manage 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 • Submit and approve timesheets and leave requests accurately and on time on a fortnightly basis, in accordance with relevant legislation and organisational policy and procedure • Ensure the timely, consistent and accurate completion of client data records by all team members, including planned support and reviews, intake and outcomes assessment data, to contribute to monitoring, evaluation and reporting on program performance and outcomes • Collect and maintain accurate, timely client data and contribute to program-specific and organisation-wide monitoring, evaluation and learning activities • Undertake any other duties or tasks as required

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.

Employee Name:		Signature:		Date:	
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