

POSITION DESCRIPTION

Position Title:	Youth Housing Specialist		
Program/Team:	Housing Services Sustaining Young Tenancies and Transitions Team		
Employment Type & Hours:	Full time 76 hours per fortnight		
Award Conditions:	Social, Community, Home Care & Disabilities Services [SCHADS] Award 2010	Remuneration:	SACS Level 4
Working From:	Zillah Street, Greenslopes and/or other BYS offices		
Reporting Relationship:	Reports to the Sustaining Young Tenancies & Transitions Manager		
Probation Period:	6 months		
Primary Purpose of Position:	The Youth Housing Specialist provides crisis, brief intervention and ongoing planned support to young people residing in public housing, community housing and private rentals, enabling tenancy sustainment. This position works collaboratively with other teams within BYS, key partners and the broader community to effectively respond to issues associated with housing and homelessness.		
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. An understanding of, and commitment to, BYS's vision and objectives and the demonstrated experience working within a strengths-based and trauma informed practice framework 2. Demonstrated experience working holistically with vulnerable young people using solution focussed crisis interventions and ongoing planned support 3. Demonstrated experience working collaboratively with social and community housing providers, and/or can demonstrate an understanding of the need for social and community housing for vulnerable youth 4. Understanding of the unique experiences and barriers faced by young people in gaining and sustaining tenancies 5. Strong organisational and planning skills and the ability to work independently and contribute positively within a team 6. Demonstrated effective communication skills, including strong interpersonal skills and writing skills and the ability to advocate on behalf of others 7. Demonstrated experience developing networks and collaborative relationships with internal and external stakeholders, including government and community service providers 8. Understanding of trauma informed practice and working with young people experiencing or fleeing domestic and family violence 		
Education, Qualifications, Requirements [Mandatory]:	<ul style="list-style-type: none"> • A tertiary qualification in Social Work, 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 		

	<ul style="list-style-type: none"> 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 Three relevant references, including most recent manager, if relevant
Skills & Experience:	<ul style="list-style-type: none"> Ability to support young people with a focus on housing and tenancy sustainment Conducting assessments of a young person's situation, support needs, risk and protective factors Experience working in a multi-disciplinary team and contributing to positive outcomes for young people Ability to develop networks and collaborative relationships with external providers Experience working in communities with diverse culture, gender, linguistic, and economic backgrounds Self-reflective and critical thinking skills
Personal Attributes:	<ul style="list-style-type: none"> Personal drive and integrity Consultative and collaborative working attitude Flexible, initiative, collaborative, inclusive, respectful, ethical, accountable Commitment to a learning culture and ongoing professional development
KEY RESULT AREAS – Roles and Responsibilities	
Service Delivery:	<ul style="list-style-type: none"> Complete thorough assessments and provide brief solution focussed interventions with young people to assess their needs and provide support Develop, monitor, and review client support plans and case notes in line with organisational policies and procedures Work collaboratively with other programs, both internal and external to support young people to achieve their goals and sustain tenancies Support young people with housing, legal, mental health, employment, education and training goals, and social activities Provide centre based, outreach and offsite support (including home visits) to young people being supported in public & community housing, also private rentals Transport groups and individuals to appointments, meetings, and any other activities as required Collect and maintain accurate client data, to contribute to monitoring, evaluation and reporting on program performance Participate in both quantitative and qualitative data collection to support BYS continual quality improvement Participate in staff training and development activities as required Participate in staff meetings and organisational planning to contribute to the monitoring and development of BYS programs and services

	<ul style="list-style-type: none"> • Develop networks and collaborative relationships with internal and external providers • Undertake risk assessments appropriate to the task
People, Culture, Safety:	<ul style="list-style-type: none"> • Contribute to a culture of respect, optimism, accountability and resilience in line with organisational values • Attend supervision with Line Manager (at least monthly) to monitor the service and performance • Participate as a collaborative and supportive team member, contributing to the overall effectiveness of the team and outcomes for young people • 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 <i>Human Rights Act 2019</i>; 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 and Safety Policy, Procedures and Practices • Where agreed with the Manager supervise students
Administration:	<ul style="list-style-type: none"> • Implement administration relating to the service, including accurate data, client files, correspondence, and financial records • Submit timesheets and leave requests accurately and on time on a fortnightly basis, in accordance with relevant legislation and organisational policy and procedure • Implement relevant service standards to ensure quality service provision • Undertake any other 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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