

POSITION DESCRIPTION

Position Title:	Youth Housing Specialist Senior Practitioner		
Program/Team:	Housing and Tenancy Support		
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:	Youth Support Centre, Fortitude Valley and/or other BYS offices		
Reporting Relationships:	Reports to the Housing and Tenancy Support Manager		
Probation Period:	Six [6] months		
Primary Purpose of Position:	The Youth Housing Specialist Senior Practitioner provides crisis, brief intervention and ongoing planned support to complex young people including BYS tenants, enabling young people to successfully transition into independent living. This position provides support to Housing and Tenancy Specialists and 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. Demonstrated experience working holistically with vulnerable young people, using brief solution focussed crisis interventions and ongoing planned support, building trusting relationships with marginalised young people. 2. Demonstrated understanding of the roles and responsibilities of a community housing provider in accordance with the National Regulatory System of Community Housing (NRSCH). 3. Strong organisational and planning skills and the ability to work independently and contribute positively within a team 4. Demonstrated effective communication skills, including strong interpersonal skills and writing skills and the ability to advocate on behalf of others 5. Demonstrated experience developing networks and collaborative relationships with internal and external stakeholders, including government and community service providers 		
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]; Hepatitis B [health team workers only] and COVID-19 		

	<ul style="list-style-type: none"> • Two references, including most recent manager, if relevant
Skills & Experience:	<ul style="list-style-type: none"> • Experience working with vulnerable young people • Experience in a front-line service delivery setting (desirable) • Experience working collaboratively with other agencies • Ability to support young people with a focus on housing and tenancy sustainment • Self-reflective and critical thinking skills • Conduct and monitor complex assessments of a young person's situation and support needs, including suicide risk assessments • Experience working as part of a multi-disciplinary team and contributing to positive outcomes for young people • Strong ability to develop networks and collaborative relationships with external providers
Personal Attributes:	<ul style="list-style-type: none"> • An ability to lead, motivate and contribute in a positive way to the health of an organisation • Self-reflective and critical thinking skills • Ability to support complex young people with a focus on housing and tenancy sustainment • Conducting complex assessments of a young person's situation and support needs, including suicide risk assessments • Experience working in a multi-disciplinary team and contributing to positive outcomes for young people • Strong ability to develop networks and collaborative relationships with external providers
Role and Responsibilities	
Leadership:	<ul style="list-style-type: none"> • 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 • Manage, 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 • Participate in staff meetings and organisational planning to contribute to the monitoring and development of BYS programs and services • Where agreed with the Line Manager supervise or mentor colleagues • Support team induction processes including practice mentoring and shadowing opportunities for new team members • Use project management tools [Asana] to update projects and prepare reports as required
Service Delivery:	<ul style="list-style-type: none"> • Complete thorough assessments on complex cases and provide brief solution focussed interventions with young people to assess their needs and provide support • Work collaboratively with other programs, both internal and external to support young people and young families 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 mobile support (including home visits) to young people being supported in BYS housing

	<ul style="list-style-type: none"> • 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 • Develop networks and collaborative relationships with internal and external providers • Undertake risk assessments appropriate to the task • Transport groups and individuals to appointments, meetings, and any other activities as required
People, Culture, Safety:	<ul style="list-style-type: none"> • Understanding of and commitment to BYS vision, values, and objectives and demonstrated experience working within a strengths-based and trauma informed practice framework. • Model and drive a culture of respect, optimism, accountability and resilience in line with organisational values • Participate in regular supervision to monitor service delivery and performance and collaborate on high-risk planned support and self-care initiatives • Provide effective supervision to team members and maintain supervision records in line with BYS policies • 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"> • Undertake and coordinate team administrative functions and financial accountability relating to the role and ensure accurate and timely records are created and maintained in accordance with relevant legislation and BYS policies • 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 • Approve timesheets and leave requests accurately and on time on a fortnightly basis, in accordance with relevant legislation and organisational policy and procedure

	<ul style="list-style-type: none"> • 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
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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 requested of an employee during the course of their employment. You are required to sign and date this Position Description to demonstrate your commitment to fulfill this role in accordance with the key result areas outlined above.

Employee Name:		Signature:		Date:	
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