



## POSITION DESCRIPTION

### Youth Support Worker - Casual

<b>Role Title</b>	Youth Support Worker - Casual
<b>School Network</b>	Xavier Flexi Schools Network Edmund Rice Education Australia – Youth+
<b>School</b>	Centre Education Programme (Kingston) Inala Flexible Learning Centre Ipswich Flexible learning Centre
<b>Reports</b>	Head of Campus
<b>Band/Wage Scale</b>	School Officer Level 4

#### BACKGROUND:

The Xavier Flexi Schools Network and Flexible Learning Centres are Catholic Schools in the Edmund Rice tradition. The Flexible Learning Centres (FLCs) offer a full-time and multiyear secondary education program for young people who have disengaged from mainstream schooling. Young people typically express a broad range of complex education and social needs and FLCs respond with a variety of flexible and innovative teaching and learning practices including vocational planning and the development of social connectedness.

The purpose of an Edmund Rice Education Australia Flexible Learning Centre is to provide young people with a varied and holistic set of learning experiences which enable them to identify and pursue an individual transition to adulthood, employment, further education and training and social connectedness.

#### PRIMARY ROLE:

Provide casual/relief support for the site. The role is focused towards community relation development and assistance with best model of practice at the Inala Flexible Learning Centre, Centre Education Programme and Ipswich Flexible Learning Centre.

#### KEY ACCOUNTABILITIES:

The Network Principal is responsible for the operation of all Flexible Learning Centres and Outreach programs within the Ministry. Employees are accountable to the Network Principal of the relevant Flexible Learning Centre within Edmund Rice Education Australia. This role as a casual/relief position will provide short term assistance for the worker who fulfils the substantive position.

- Monitor attendance patterns of young people, maintain records of program attendance.
- Identify barriers impacting attendance to young people and provide appropriate assistance to those students experiencing difficulties at school and at home.
- Engage with young people in a variety of situations and are able to communicate sensitively and effectively with diverse cultural groups.
- Work collaboratively to provide a safe, caring and conducive work environment for all members of the FLC community.

- Operate within the context of Edmund Rice Education Australia's Corporate Policies and Procedures, particularly in the area of Equal Employment Opportunity and Workplace Health and Safety.
- Involvement in other engagement activities may be negotiated with the Head of Campus as required.

#### **KEY SELECTION CRITERIA:**

- Tertiary qualifications at Certificate level or equivalent qualifications relevant for a Youth Support Worker or such knowledge and experience to successfully carry out the duties of this position.
- An understanding of and commitment to principles of social justice.
- Sound level of verbal and written communication skills, including participating in meeting processes, report writing and negotiation skills.
- Understanding of current youth work practice, trends and issues in service provision to marginalised young people particularly within the alternate education sector.
- Skills in computing (especially word processing, Internet) and skills, or the ability to develop skills in database.
- Proven ability to work autonomously and in an integrated manner as a member of a multi-disciplinary team.
- Current and valid P Blue Card or the ability to obtain.
- Current Queensland Driver's Licence

***All applications for this position will be subjected to screening procedures as detailed in the Commission for Children and Young People and Child Guardian legislation.***

***These checks are consistent with Edmund Rice Education Australia's commitment to child protection policies and procedures.***