

## Job Description

<b>Role Title</b>	Youth Worker
<b>Flexible Learning Centre</b>	Carnarvon Flexible Learning Centre
<b>Network</b>	EREA Oscar Romero Flexi Schools Network
<b>Location</b>	Carnarvon, Western Australia
<b>Report</b>	Teacher-in-Charge/Network Principal or Delegate
<b>Hours of Duty</b>	Full-time – Category B (44 weeks)
<b>Probationary Period</b>	3-month probation in accordance with the EBA
<b>Band/Wage Scale</b>	In line with <i>The Roman Catholic Archbishop of Perth Non-Teaching Staff Enterprise Bargaining Agreement 2014; Salary Schedule February 2021.</i>

***Aboriginal and Torres Strait Islander people are encouraged to apply.***

### Primary Role:

1. The Youth Worker reports to the Teacher-in-Charge and Network Principal, or Delegate EREA Oscar Romero Flexi Schools Network.
2. He/she has responsibility to support engagement, wellbeing and social inclusion responses of the campus.
3. He/she provides wellbeing support to the young people of the campus including engagement and program activities.
4. He/she works collaboratively and supported by Teachers, Youth Workers, Teacher-in-Charge, and Network Principal.
5. Work collaboratively with staff to provide a safe, conducive work environment for staff and young people.
6. Support staff in providing activities/programs for young people.

### Qualifications:

- Previous experience in the youth sector with knowledge and understanding of the local Aboriginal community.
- Qualifications at Degree, Diploma or Certificate level with social work/youth work experience.

All applicants **will** require:

- Working with Children Clearance notice.
- A current Police History Check clearance.

### Skills and Knowledge:

The youth worker works collaboratively and is supported by Teachers, Youth Workers, Teacher-in-Charge and the Network Principal, or Delegate The youth worker in this position is required to:

- Demonstrated competency involving self-directed application of knowledge with substantial depth in youth work practice.
- Support engagement, wellbeing and social inclusion for the young people.
- Support staff and young people in providing activities/programs.

- Ability to analyse complex situations and implementation of appropriate strategies to enhance the professional practice of teaching and non-teaching staff.
- Work collaboratively with staff to provide a safe, conducive work environment for staff and young people.
- Demonstrated capacity to work effectively as a member of a multidisciplinary team, to work collaboratively and establish and maintain professional relationships with all stakeholders.
- Operate within the context of EREA Flexi Schools Policies and Procedures.

### Principles of Operation (Respect, Participation, Safe & Legal and Honest):

A primary responsibility for this role is to maintain fidelity to Operation by Principle and the best practice guidelines as articulated in the Historic Youth+ Foundation and FLC Occasional Papers (available on the website [www.youthplus.edu.au](http://www.youthplus.edu.au) ).

### Duties and Responsibilities:

Typical duties and responsibilities include but are not restricted to:

#### 1. Enrolment and Induction of Young People

- Liaise and develop close relationships with families and referral agencies for young people seeking to enrolment.
- Gather appropriate information to support the development of a Personal Learning Plan as part of the young person's induction.
- In consultation with the Teacher-in-Charge and other staff, discern the grouping and support plan for each enrolment.
- Provide a program to support the induction of a young person into the Flexible Learning Centre and their understanding of the four principles and common ground.

#### 2. Community Relationships – Families and Agencies

- Develop supportive relationships and partnerships with families of young people and encourage their connection to the FLC community.
- Develop partnerships with the key agencies and support services for the provision of special services to support the education and wellbeing of young people in the FLC including counselling, health support, community activities and mentoring.
- Engage with local agencies and support services on the provision of programs for young people such as Domestic Violence, Substance Abuse, and other health and wellbeing areas.
- Advocate on behalf of the FLC's young people to local agencies, community groups as well as government and non-government services.
- Provide support to the Head of Wellbeing to provide contacts for the delivery of programs.

#### 3. Youth Justice and Advocacy

- Provide support to FLC young people who have some engagement with the justice system.
- Work closely with the Teacher-in-Charge in the enrolment process of young people referred from the Justice System and DCF.
- Assist young people with their obligations pertaining to court orders and parole.
- Provide relevant information to staff to support young people in achieving educational and social wellbeing outcomes.
- Provide support to young people in detention so as to enable their ongoing connection to the FLC community and their families.

**4. Transition Support**

- Support young people in improving their attendance and into new class groups as required.
- Investigate and support pathways for young people into further education.
- Develop relationships in the wider community to support employment pathways for FLC young people.
- Support and develop workplace preparation programs for young people.
- Support young people in transition to employment opportunities.

**5. Team participation/multidisciplinary practice**

- Participate in professional supervision.
- Participate in regular whole team reflective practice sessions including daily staff debrief.

**6. Supports child protection procedures according to policy. In consultation with the Teacher-in-Charge and Network Principal, or Delegate**

- Provide a support service to staff and young people dealing with issues of child protection.
- Provide a referral point for young people to appropriate support services as indicated.

**7. Administrative Responsibilities**

- Maintains appropriate records and prepares reports as required.
- Maintains records on the database.
- Support the development of personal learning plans.
- Participates in YP in care compliance meetings.

**8. Lead and support professional practice, which is culturally, appropriate**

- Work collaboratively with the team to ensure program provision is culturally appropriate.
- Work collaboratively with the team to support/develop cultural links, community and family connections which support the engagement and connection of young people to learning and the wider community.
- Collaborate with the team to support a socially inclusive program that responds to the physical, intellectual, social, spiritual and cultural needs of young people.
- Participates in the daily routines and activities of the FLC e.g., morning meetings, lunch, electives, outings, camps.
- Participates in a range of programs/activities during the school holidays to maintain connections for vulnerable young people

**9. Other identified duties specific to the role in this Flexible Learning Centre**

Carries out duties and tasks that may be reasonably assigned by the Teacher-in-Charge and/or Network Principal, or Delegate, EREA Oscar Romero FSN from time to time.

**Job Description Acceptance:**

I, (print name): ..... have received, reviewed and fully understand the Job Description for a Youth Worker. I further understand that I am responsible for the satisfactory execution of the essential functions described therein.

Signature: ..... Date: .....