

## Position Description: Youth Worker

Aboriginal and Torres Strait Islander people are encouraged to apply

<b>ROLE TITLE</b>	Youth Worker
<b>LOCATION</b>	<b>Pambula Beach Flexible Learning Centre</b>
<b>NETWORK</b>	Eastern Flexible Schools Network, Edmund Rice Education Australia
<b>SALARY OR AWARD</b>	Award: Educational Services (Schools) General Staff Award 2020 Salary Equivalent: NSW Catholic Independent Schools (Support Staff Model B) Multi-Enterprise Agreement 2020 4A - \$73,481.59
<b>EMPLOYMENT STATUS</b>	Full Time, Ongoing
<b>COMMENCEMENT</b>	ASAP. Commencement in 2023 possible via arrangement.
<b>CONTACT</b>	Adam Richter, Principal
<b>PHONE/EMAIL</b>	0437 985 827
<b>JOB REFERENCE NO.</b>	PBFLC/YW/012023
<b>CLOSING DATE</b>	<b>Submission due by 5:00pm – Tuesday, 7 February 2023 to <a href="mailto:eastern.network@ereafsn.edu.au">eastern.network@ereafsn.edu.au</a> Applications will be processed as received</b>

## Background

Pambula Beach Flexible Learning Centre is an initiative of Edmund Rice Education Australia Flexible Schools' Networks'. Our service offer includes a full-time and multiyear secondary education and social inclusion program for disenfranchised young people. Young people may express a broad range of complex educational and social needs and EREA FLC's respond with a variety of flexible and innovative social inclusion and learning experiences.

EREA FLC services provide young people with a varied and holistic set of learning experiences supporting them to identify and pursue an individual transition to adulthood, employment, further education and training, and social connectedness.

Students who attend include indigenous and non-indigenous young people that are disengaged from mainstream education for a variety of reasons including:

- Those who have had contact with the juvenile justice system;
- Those who reside in Out of Home Care (OoHC);
- Those with a history of trauma;
- Those with a history of extended periods of unexplained absences;
- Those who are highly mobile;
- Those with mental illness or at risk of engaging in self-harming behaviours or substance abuse;
- Those who have been excluded or repeatedly suspended from school;
- Those who are homeless;

- Those who are young parents;
- Those with a generational history of early school leaving; and,
- Those with a generational history of unemployment.

Pambula Beach FLC works on two frameworks; Operation By Principles (Safe & Legal, Respect, Participation and Honesty) and Common Ground. Our practices include: working agreements, Collaborative & Proactive Solutions (CPS) and Restorative Practice.

See [www.ereafsn.edu.au](http://www.ereafsn.edu.au) for further information.

## Child Safeguarding

Edmund Rice Education Australia (EREA) is a child safe organisation committed to the protection of children. EREA and its schools have a zero tolerance of abuse of harm towards children. Eastern Flexi Schools Network (EFSN) being a subsidiary of EREA is also committed to ensuring the safety, wellbeing and dignity of all children and young people. Therefore, all applicants will be subject to EREA policy and legislative screening procedures. These checks are consistent with EREA's commitment to child safeguarding policies and procedures. This includes complying with our Child Safeguarding policy, Code of Conduct and Working with Children Checks.

## Qualifications

- A qualification in Youth/Community Work or a related area such as Social Work, Community Services, Psychology and Behavioural Science and/or equivalent experience
- Previous experience in the youth sector working ideally with marginalised young people
- Hold a current Drivers Licence (transport of young people is required)
- Hold a NSW Working with Children Check (WWCC)
- Full Covid-19 vaccination
- Specialist skills and/ or experience developing and implementing recreation, sport, personal development, music and art programs is highly desirable
- Experience in working with Aboriginal and Torres Strait Islander Young People and Communities is highly desirable.

## Required Skills, Knowledge, and Experience

- Experience working with youth or in a school setting
- Demonstrated skills and knowledge in youth/social work/wellbeing theory, process frameworks and ethics
- Experience running activities with young people
- Ability to work within the practice frameworks of Flexible Learning Centres expressed through Operation by Principles and Common Ground (see [www.ereafsn.edu.au](http://www.ereafsn.edu.au) website)
- Ability to analyse complex situations and respond with appropriate strategies
- Demonstrated capacity to work effectively in a challenging and unpredictable environment
- Demonstrated capacity to work effectively and collaboratively as a member of a multidisciplinary team
- Establish and maintain professional relationships with all stakeholders
- Effective written and oral communication
- Good time management and planning skills
- Be open and responsive to diverse cultures, backgrounds, experiences, perspectives, values and beliefs

# Duties and Responsibilities

All Youth Support Worker positions report to the Head of Campus and Principal.

The key role of this position is to support a young person's engagement in learning through in-class support and through the delivery of workshops and activities that promote inclusion and social development.

This position works collaboratively with Teachers, other Youth Workers, and school leadership. The employee in this position is required to have a thorough knowledge of youth work theories and practices and experience in applying this knowledge.

This position comes standard with 7 weeks leave per year (one week each term holidays, 4 weeks leave over summer holidays)

Typical duties and responsibilities include but are not restricted to:

## **1. Participate in program provision to ensure wellbeing in an inclusive learning environment:**

- Support students to participate in class work in collaboration with class teacher
- Collaborate with the team and gather a range of information with young people to create a socially inclusive program that responds to the physical, intellectual, social spiritual and cultural needs of young people
- Facilitate workshops and run elective activities that promote positive social development and inclusion
- Maintain fidelity to and role model Operation by Principles and the best practice guidelines as articulated in the Eastern Network Practice Framework
- Support data collection processes to evaluate and feedback on school-based wellbeing programs and strategies
- Work collaboratively with the team to ensure program provision is culturally appropriate; and,

## **2. Develop and coordinate external support networks:**

- Liaise and develop service referral and provision with government and non-government agencies at appropriate levels to support the physical and mental health as well as the wellbeing needs of young people
- Support young people to access support services; e.g. counselling, health support, and community activities; and,
- Work collaboratively with the team to support and develop cultural links and community and family connections that support the engagement and connection of young people to learning and the wider community

## **3. Contribute to school community and culture:**

- Participate in the daily life of the flexi; e.g morning meetings, supervision duties, electives, excursions and camps
- Attend school events and daily programs
- Participate in staff meetings and team collaboration and planning
- Participate in professional supervision

## **4. Support Child Safety procedures according to policy:**

- In consultation with the Head of Campus, follow and implement policy and procedures around child protection issues

#### 5. Administration responsibilities:

- Maintain appropriate records and prepare reports as required
- Update and maintain electronic school database records documenting case plans and essential information
- Support the development of personalised learning/engagement and wellbeing plans
- Other administrative tasks that support class functions such as Daily Activity Intention Forms, Venue Proformas, and program plan

#### 6. Other identified duties specific to the role in this Flexible Learning Centre:

- Carries out duties and tasks that may be reasonably assigned by the Head of Campus or Network Principal from time to time.

## Key Selection Criteria

1. Demonstrated capacity to draw on qualifications and experience to enhance engagement and support young people with complex needs and their families in order to support young people's engagement in learning.
2. Demonstrated ability to provide a range of flexible programs and activities that successfully engage and enhance the wellbeing of young people.
3. Demonstrated experience working with diverse youth in the education sector. (Please provide examples of in what capacity, dates undertaken, how you delivered programs/support, and with who.)
4. Ability to work effectively as a member of a multi-disciplinary team.
5. An essential requirement of this position is to have an unconditional driver's licence.
6. Full Covid-19 vaccination

## Applications

Please forward applications to [eastern.network@ereafsn.edu.au](mailto:eastern.network@ereafsn.edu.au) by **5:00pm on Tuesday, 7 February 2023**. **Applications will be processed as received.**

#### Applications must include each of the following:

- *A Cover Letter addressing each of the key selection criteria above,*
- *A current resume outlining relevant work history, previous experience and skills and contact details of at least two referees. Please include a referee from current or most recent place of employment.*

For further information contact Adam Richter, Principal, at 0437 985 827, or, by email at [adam.richter@ereafsn.edu.au](mailto:adam.richter@ereafsn.edu.au)

Our organisation supports the rights of children and young people and is committed to providing a safe and supportive environment directed at ensuring their safety and wellbeing. All applicants for these positions will be subject to EREA screening procedures. Aboriginal and Torres Strait Islander peoples are encouraged to apply.