

Job Description – Youth Worker

Role Title	Youth Worker
Reports to	Head of Campus
Location	Wollongong Flexible Learning Centre, Wollongong
Network	NSW & TAS Flexible Schools Network
Award	Multi-Enterprise Agreement Model B – Level 4A - \$75,524.61
Employment Status	Full Time - Ongoing
Commencement	January 2024 – exact start date to be negotiated with the successful candidate.
Closing date	Friday, 1 December 2023

Aboriginal and Torres Strait Islander people are encouraged to apply.

Background

Wollongong Flexible Learning Centre (WFLC) is an initiative of Edmund Rice Education Australia Flexible Schools Ltd. SLFLC is a special assistance registered school offering 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.

Wollongong FLC works on a number of frameworks;

- Operation By Principles (Safe & Legal, Respect, Participation and Honesty)
- Common Ground. Our practices include: working agreements, Collaborative and Proactive Solutions (CPS) and Restorative Practice
- Unconditional positive regard

See 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 policy of abuse or harm towards children and young people. 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.

Primary Role

All Youth Worker positions report to the Head of Campus and Principal. The key roles of this position is to support learning teams in the classroom as well as provide a transport service for young people attending the school at the beginning and end of the school day.

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.

Qualifications and Experience

- A qualification in Youth/Community Work or a related area such as Social Work, Psychology and Behavioural Science, Education Support and/or equivalent experience;
- Previous experience in the youth sector working ideally with marginalised young people;
- Specialist skills and/ or experience developing and implementing recreation, music and art programs is highly desirable;
- Experience in working with Aboriginal and Torres Strait Islander Young People and Communities is highly desirable.
- Full covid-19 vaccination certificate
- A positive NSW Working with Children Check (WWCC).
- A Light Rigid Drivers' License (able to drive a 22 seater bus)

Key Accountabilities

Typical duties and responsibilities include but are not restricted to:

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

- Maintain fidelity to and role model Operation by Principles and the best practice guidelines as articulated in the Eastern Network Practice Framework;
- Collaborate with the team and conduct a range of assessments with young people to create a socially inclusive program that responds to the physical, intellectual, social, spiritual, and cultural needs of young people;
- Participate in the daily routines and activities of the FLC; e.g. morning meetings, lunch, electives, excursions, and camps;
- Participate in a range of programs/activities during the school holidays to maintain connections for vulnerable young people;
- Support teachers with program provision with a focus on health, wellbeing, and engagement within the FLC;
- Work collaboratively with the team to ensure program provision is culturally appropriate; and,
- Work collaboratively with the team to develop community and family connections that support the engagement and connection of young people to learning and the wider community.

2. Team participation/multidisciplinary practice

- Within the partnership model facilitate young people's engagement in learning;
- Participate in professional supervision; and,
- Participate in daily and weekly staff meetings and whole team reflective practice sessions.

3. Support Child Safety procedures according to policy

- In consultation with the Head of Campus/Head Teacher or Principal provide a support service to staff and young people dealing with child protection issues; and,

- Provide a referral point for young people to access support services as indicated.

4. Administrative responsibilities

- Maintain appropriate records and prepare reports as required including court support letters and comments for end of semester School Reports;
- Update and maintain electronic school database records documenting essential young people and family information;
- Support the development of personal learning plans, safety and support plans and engagement plans;
- Participate in care team meetings where required; and,
- Other administrative tasks that support class functions such as Daily Activity Intention forms and Venue Proformas.

5. 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.

6. Other identified duties specific to the role and Flexible Learning Centre

- All staff are expected to implement self-care strategies and access organisational staff support whenever needed;
- Carry out other duties and tasks assigned by the Head of Campus/Head Teacher or Principal; and,
- Take a significant role in transporting young people to/ from school and activities.

Desired Skills, Knowledge and Experience

- Previous experience and/or certificate level qualifications in Administration
- Demonstrated skills and knowledge in youth/social work theory, process, frameworks and ethics;
- Experience working with youth or in a school setting, especially in classrooms.
- Ability to analyse complex situations and implement appropriate strategies to enhance the professional practice of teaching and non-teaching staff;
- 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; and,
- Interest and experience in working with young people with a range of learning needs.
- Establish and maintain professional relationships with all stakeholders
- Effective written and oral communication
- Good time management and planning skills

Key Selection Criteria

- Demonstrated capacity to draw on youth work qualifications and experience to enhance engagement and support young people with complex needs, and their families and community, in order to support young people's engagement in learning.
- Understanding, or the ability to acquire an understanding, of working under four Principles of Operation: Respect, Safe and Legal, Honesty, and Participation.

Brief explanation of Operation by Principles: All Flexible Learning Centres operate under this framework and this is a significant point of difference from mainstream schooling. The principles establish a “common ground” among staff, young people and families where the means to resolve conflict, negotiate learning, recognise rights and responsibilities are modelled and explored, both within the group and individually (see Occasional Paper available on the EREAFSN website for further information).

- Demonstrated experience actioning critical feedback.
- Ability to provide a range of flexible programs and activities that successfully engage and support young people.
- Ability to work effectively as a member of a multi-disciplinary team.
- Possess, or able to apply for, a positive NSW Working with Children Check.
- An essential requirement of this position is to have a Light Rigid (LR) drivers licence.
- Full covid-19 vaccination certificate

Desirable

One or more specialist engagement skills from the following is highly desirable:

- Adventure based learning;
- Sport;
- Creative Arts;
- Music; and/or,
- Cultural knowledge.

Applications

Please forward applications to eastern.network@ereafsn.edu.au by **5:00pm on Friday, 1 December 2023**. **Applications must include each of the following:**

- A cover letter, which includes a response to each of the key selection criteria
- A current resume outlining previous experience and skills;
- Two referees (including contact details). Please include a referee from current or most recent place of employment.

For further information contact Nicole Mitchell, Senior Network Administrator, at 0427 455 964, or, by email at eastern.network@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.