



## POSITION DESCRIPTION

The Bridge Youth Service

**Youth Worker (includes Case Management) –**

**Supporting Education Pathways**

22.5-37.5 hrs negotiable

Seymour/ Wallan

To Dec 2020 (possible extension if funding available)

### ORGANISATIONAL OVERVIEW:

The Bridge Youth Service (TBYS) plays a key role across the Goulburn Valley in youth support and advocacy. With offices located in Shepparton, Seymour and Wallan, TBYS delivers services and supports to young people and their families with a particular focus on those from marginalized and/or disadvantaged backgrounds but with a philosophy that includes the provision of services to all young people. TBYS offers a range of programs funded by government, private foundations and the local community. Programs focus on a diversity of issues and services include placement prevention, family reconciliation, family mediation, antenatal, parenting, housing support, mentoring and education support. For more information visit our website: [www.thebridge.org.au](http://www.thebridge.org.au).

**Our Vision:** By 2020 we will have a greater presence in the community through innovative programs and practices.

**Our Mission:** To create opportunities that value and empower young people, build family harmony and foster supportive communities – enabling all young people to reach their full potential.

### Guiding Principles:

- We believe people have the power to change their situations.
- We view people in the context of their situation, their environment and their communities.
- We use frameworks to guide practice.
- We actively increase community belonging and connectedness.
- As we grow we are clear about what, when and why.

### Position Overview:

This position provides support to young people within an education setting. These young people are at risk of not completing their education or not making a successful transition to further education, training or employment. The Youth Worker will work with the young people on an individual or group basis, offering practical and emotional support and helping them to develop skills to make positive changes in their lives.

This role will also have some involvement in the Navigator Program. The Navigator Program is a service for young people aged between 12 – 17yrs who have disengaged from school. Through referral and the use of assertive outreach the worker will seek out and connect with these young people. Participants will be assessed for their learning needs, capabilities and aspirations for their education. The position is designed to then assist young people to overcome learning, social and other barriers so that they can successfully engage and transition back to an education setting, either mainstream or alternative, so they can ultimately complete Year 12 or equivalent. Through individual coaching and mentoring provided by the worker the aim is to increase the young

person's wellbeing, resilience, self-efficacy and social skills. This will be done via individual case coordination, group-work programs and the provision of information and supported referral.

**Hours and Conditions:**

22.5 - 37.5 Hours per week (negotiable) Monday to Friday 9.00am to 5.00pm, based in Shepparton. Terms and conditions as per the Social, Community, Home Care & Disability Services Industry Award 2010. We are a family friendly organization and offer an attractive remuneration package including significant salary sacrificing benefits (PBI) and a bonus of three additional days of annual leave each year (if these are your normal work days) – generally taken around Christmas. This contract ends in December 2020 but may be extended based on Funding.

**Accountability:**

The position is accountable to the *Program Manager Education Settings, Shepparton*. All work carried out is to be in accordance with TBYS philosophy, policies and procedures.

**Key Responsibilities:**

- Provide initial support to young people to assist them to use their own strengths to address difficulties that are impinging on their wellbeing or functioning.
- Provide group activities where appropriate. Actively seek out and/or facilitate group workshops and recreational sessions for service users where necessary and appropriate.
- Undertake service user registration process, maintain accurate and confidential records and statistical data, in line with the guidelines, contractual requirements and relevant community standards.
- Pursue referrals from schools and/or Department of Education Regional Office, making personal contact with the young person and developing effective working relationships.
- Provide assertive outreach and case management for service users.
- Undertake a preliminary assessment of the learning needs, capabilities and aspirations of the young person, including psycho-social assessments if required.
- Using the outcomes assessments to complete an education re-engagement plan that involves family/carers, school and community supports.
- Plan and facilitate group conferences with the young person and their family, school and support networks.
- Provide individual coaching and mentoring to assist young people to enhance wellbeing and develop resilience, self-efficacy and social skills.
- Assist young people to overcome learning, social and other barriers so that they can successfully engage and transition through education with an aim to complete Year 12 or equivalent.
- Provide advocacy support to engage support services within schools and other education settings, as well as for re-engagement with family or community network.
- Monitor and support integration in to the education setting following re-engagement
- Participate in relevant organisational meetings, engage in regular supervision and undertake annual Work Plans.
- Provide reports in agreed format to Program Manager – Education Settings.
- Adhere to The Bridge Youth Service policies and procedures.
- Work in a culturally sensitive and supportive manner.
- Liaise with staff in the education settings to assist in the support of young people and increase knowledge of programs at The Bridge Youth Service and other community services.

**Key Selection Criteria:**

1. A relevant tertiary qualification in youth, welfare or social work or a related field.
2. Experience and knowledge in the youth services field, particularly outreach and case management models.
3. A demonstrated capacity to work effectively with the adolescent age group, including young people with complex issues and needs.
4. Demonstrated ability to effectively liaise, consult and negotiate with a wide range of staff, support services, education providers and service users.
5. Experience in initiating, organizing, planning and implementing group sessions and other activities.
6. Excellent communication skills both verbal and written.
7. Well organized and the ability to be work autonomously as well as part of a team.
8. Knowledge of existing youth services and local education options and curriculum would be advantageous.
9. Ability to be flexible, solve problems and support others in this environment.
10. Demonstrated computer literacy.
11. A current Driver's License.

We are a Child Safe organisation. The position is subject to a successful Police Check and Working with Children Check. Ongoing employment is subject to a 6month probationary period.

Applications **must address** the Key Selection Criteria and include three professional referees.

Applications should be emailed to [shepparton@thebridge.org.au](mailto:shepparton@thebridge.org.au) and received by close of business Friday 2<sup>nd</sup> November 2018.

**Please Note: Applications will not be accepted if the selection criteria have not been addressed.**