

POSITION DESCRIPTION

POSITION TITLE:	Youth Worker
REPORTING TO:	Principal
DEPARTMENT:	The BUSY School

PURPOSE STATEMENT

The BUSY School actively engages young people who have prematurely disengaged from mainstream schooling or other educational programs. The Youth Worker (YW) role aims to improve outcomes for vulnerable young people and families through integrated and coordinated service delivery. Working within a specific cohort, the YW's primary role is to case manage individual students and coordinate service delivery with key stakeholders including teaching staff, welfare support staff, families and external service providers to assist students in overcoming individual barriers to school attendance and engagement.

OUR VISION

Our vision is to have more young people completing school, more young people in meaningful employment and as a result, exposing more communities to positive change.

OUR MISSION

Really, understand the needs of our students, our people and our community in doing so, build positive, respectful and productive relationships to maximise engagement, enhance educational achievement and open up a world of career opportunities.

OUR VALUES

- **Inclusive:** People of all communities coming together as one team for common goals
- **Excellence:** We always strive to exceed
- **Resilience:** Equipped to meet challenges and exceed
- **Integrity:** We act with honesty and sincerity
- **Innovation:** Embracing new ideas and technology to stay ahead of change

REPORTING

This position reports to the Principal.

PRIMARY DUTIES

- Case manage at-risk youth including assessment, case planning, implementation, monitoring and review;

- Working with key stakeholders to coordinate service delivery including teaching staff, welfare support staff, mentors, management, families and external service providers;
- Work within appropriate legislative frameworks and organisational policy and procedure including following all mandatory reporting requirements;
- Ensure the safety, welfare and wellbeing of students;
- Assist in the development, monitoring and review of Individual Support Plans (ISP), Individual Education Plans (IEP), Safety Plans, Attendance Support Plans and Behavioural Support Plans;
- Critical incident and crisis intervention including self-harm and suicide risk assessments and school lock downs;
- Monitoring student attendance data and implementing intervention strategies to assist students and families in maintaining minimum 85% attendance;
- Work directly with students, including those with special needs to provide support in classrooms across all subjects;
- Work with individual students, on a one to one basis;
- Implement modified curriculum programs for students;
- Accompany students on excursions as required;
- Supervise small groups of students;
- Assist in teaching duties under the direction of a classroom teacher;
- Participate in professional development as required by the organisation;
- Commitment to act in a manner which promotes and protects the safety and wellbeing of children and young people by adhering to the Child Safety National Principles and TBG's Child Safety policies and procedure;
- Any other tasks assigned which may be reasonably requested from time to time, which contribute to the success of the organisation.

KNOWLEDGE, SKILLS & EXPERIENCE

- An extensive understanding of the issues facing at risk youth;
- A demonstrated ability to successfully engage young people in relevant and dynamic learning;
- A minimum of 3 years' experience working with at risk young people;
- Knowledge of current youth services in Cairns;
- Demonstrated ability to communicate with diverse groups (i.e. students, parents, employers, school personnel, training providers and government departments);
- No adverse findings resulting from criminal history checks (i.e. AFP National Police Check for working with children or no unsuitable findings by the Department National Investigations Unit);
- Previous experience in a similar role within Youth NFP and/or education sector;
- Able to develop good working relationships at all levels;
- Able to self-manage and meet deadlines;
- Analytical and problem solving skills including the ability to conduct qualitative and quantitative research;
- Translates broad goals into achievable steps;
- Anticipates, solves problems and takes advantage of opportunities, is a self-starter and team player.

KEY MEASURABLES

- Student wellbeing surveys and student feedback;



- Student attendance rates;
- Attainment of student learning goals;
- Timely data entry of student attendance;
- Up to date case plans and case notes related to case management of students;
- Effective implementation of the Social and Emotional Learning programs for relevant cohort;
- Development of Education Youth Worker led initiatives and projects;
- Fostering internal and external networks;
- Participation and completion of Professional Development modules according to individual PD plan.

QUALIFICAITONS

Desirable qualifications and tickets include:

- Minimum Certificate III or equivalent in relevant field of study;
- Hold a current and valid Working with Children check;
- Participate in bi-annual Police Background Check.

This Position Description is intended to describe the general content of and requirements for the performance of this position. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements.

I have read and understood the duties and responsibilities required of me in this role.

Employee Signature: _____ Date: _____