

SOUTH BURNETT CTC INC

POSITION DESCRIPTION

Youth Worker – Youth Connector Program CTC Youth & Family Services

Position Type	Part Time (15 hours per week) – flexibility and accountability in how these hours are worked to meet the needs of clients – the spread of hours per weekday can range between 6.00am and 8.00pm
Program	Youth Connector
Location	CTC Youth & Family Services, Lot 2 Somerset Street, Kingaroy
Reports To	Youth Services Team Leader
Headquarters	South Burnett CTC Inc, 6 Cornish Street/PO Box 490, Kingaroy 4610
Award Conditions	Social, Community, Home Care and Disability Services Industry Award 2010 (SCHCADS) QCSCA Transitional Pay Equity Order (TPEO) Community Services Worker Level 2 (\$32.21 per hour) or 3 (\$36.00 per hour) depending on qualifications and experience + salary packaging

Broad Outline of South Burnett CTC Inc (CTC)

South Burnett CTC Inc (CTC) is a not for profit community organisation providing support to disadvantaged people of all backgrounds and ages in areas including Foster Care, Residential Care, Youth & Family Services, Domestic and Family Violence Services, Disability Services and our Gumnut Place Social Enterprise. We provide a range of services through the South Burnett area with teams operating from Kingaroy, Wondai and Murgon.

Program Summary

The Youth Connector Program is delivered in partnership with Laurel Place who, as the lead agency, employ a Youth Sexual Violence Counsellor who provides specialist trauma informed counselling and support to children and young people aged 10 to 17 years who have engaged in sexually reactive behaviours. Laurel Place also provides other Youth Sexual Violence and Abuse (YSVA) Initiative programs to children and young people who have experienced sexual abuse. Under the partnership arrangement, Laurel Place subcontract a Youth Connector Role to South Burnett CTC Inc (CTC).

Position Summary

The Youth Connector will be broadly responsible for:

- Identifying and accepting referrals for children and young people requiring counselling in relation to sexually reactive behaviours and sexual abuse
- Facilitating and supporting children and young people to access specialised counselling at Laurel Place
- Facilitating early intervention activities to raise awareness of youth sexual violence and abuse
- Identifying training needs for families and staff caring for/supporting young people
- Advocating for children, young people and their families to access and maintain supports, such as counselling
- Collaborating and coordinating with children, young people, families, and stakeholders to ensure young people's goals and needs are being met

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Attributes required to meet the responsibilities of the position

Qualifications/Industry Experience/Licences

- Qualifications, experience and skills which demonstrate the ability to provide effective support to young people with complex issues
- Established networks in the South Burnett
- Demonstrated understanding of personal and professional boundaries
- Commitment to respecting the privacy and confidentiality of all stakeholders
- Commitment to ongoing professional development and training
- Queensland driver's licence
- Current First Aid and CPR Certificates

Screening

- Working with Children Blue Card
- NDIS Worker Screening Check
- Ability to meet and maintain any other current or future legislative benchmark requirements and government or organisation mandates

Cultural Awareness

- Ability to respond in a culturally sensitive way to all stakeholders of the service
- Ability to uphold cultural protocols and maintain community support

Time Management and Accountability

- Time management and IT competency to ensure all client case notes and other documentation is completed within prescribed timeframes

Responsibilities of the Position

A broad outline of the responsibilities position includes

- Provide a 'connector' role by supporting children and young people who are exhibiting sexually reactive behaviours or who have experienced sexual abuse or assault to access specialised counselling through Laurel Place in Murgon, Kingaroy or virtually
- Facilitate referral pathways to other services as indicated by the needs of the young person or family
- Facilitate early intervention activities to raise awareness of youth sexual violence and abuse
- Promote services available through the Youth Sexual Violence and Abuse (YSVA) initiative
- Engage with young people in conversations around sexual violence and healthy relationships, building confidence in young people to access counselling and support
- Complete all case notes within 24 hours, recording a minimum of 10 hours client work per week
- Identify the professional development and training needs of staff in their own organisation as well as other parts of the service system where capacity building is required around young people and sexual violence
- Deliver a service that is culturally responsive to meet the needs of Aboriginal and Torres Strait Islander young people, acknowledging that Aboriginal and Torres Strait Islander young people are impacted by social disadvantage and over-represented as victims of sexual violence and abuse
- Work flexibly to meet the diverse needs of young people (eg. young people with a disability/from culturally and linguistically diverse backgrounds)
- Form part of an integrated response to youth sexual violence and abuse in the South Burnett

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- Contribute to the evaluation of the YSVA service model

Responsibilities as a CTC Staff Member

- Have knowledge and understanding of the organisation's mission and vision and contribute to the success of the organisation in its entirety
- Be an effective member of the Youth & Family Services Team as well as all other CTC Teams
- Work independently and as part of a team in compliance with direction from management
- Attend and actively participate in all team and other relevant meetings and training
- Assist other staff in their duties
- Assist in maintaining a clean, hygienic and tidy work environment at all times
- Ensure all CTC resources and assets are used only as appropriate, accounted for and maintained in a safe, clean, hygienic and useable condition at all times
- Flexibility in regard to working hours and locations and preparedness to undertake complementary duties as required
- Adhere to all policies and procedures of CTC and relevant Government Contracts/MOAs/ Legislation/ Acts/Guidelines and other documents/standards including the:
 - Human Services Quality Standards
 - NDIS Practice Standards
 - Qld Human Rights Act
 - CTC Staff Code of Conduct
 - NDIS Code of Conduct
 - CTC Code of Conduct for Working with Children and Young People

Performance Support and Reviews

- Regular 1:1 supervision with the Youth Services Team Leader
- Periodic external supervision
- Additional external supervision as required
- Performance will be reviewed within an initial 6 month probation period and then on an annual basis according to the details of this and any revised position descriptions

Confirmation of Understanding and Agreement with the Position Description

I understand:

- the requirements of the position and agree to the terms and conditions as set out above
- that more detailed responsibilities and duties will be discussed in line with the requirements of the organisation and broadly consistent with the role
- As currently outlined in Clause 25.1(b) of the SCHCADS Award, ordinary hours in clause 25.1(a) of the award will be worked up to 10 hours per shift.

Staff Member Name: _____

Staff Member Signature: _____ Date: ____/____/____