|  |  |
| --- | --- |
| **POSITION DESCRIPTION** | |
| **Position Title:** | Youth Worker, Children & Families |
| **Service/Facility/Department:** | Children & Families |
| **Direct Reports:** | N/A |
| **Key Relationships:** | **Internal:** Anglicare Children & Families staff within Residential Care/SILS & Outreach, Foster & Kinship Care, Family Intervention or Family Support programs |
| **External:** Children & young people, the Department of Communities – Child Safety Services and other Community Organisations, Families, Foster & Kinship Carers and other significant people in the lives of children and young people. |

**Position Statement / Overall Purpose**

The overall purpose of the Youth Worker, Children & Families to provide care and/or support to children and young people, in out of home care and/or living within at risk families. The care and support provided by Youth Workers will enhance opportunities for the young person to participate in age appropriate activities to support development of positive self-regard, to support community inclusion, to support positive relations with family of origin and to contribute to placement stability.

The Youth Worker, Children & Families will work in accordance with the values of Anglicare Southern Queensland (Anglicare) and support core business by providing service, guidance and advice within this position’s specialty area.

**Position Specific Credentials, Qualifications and Other Requirements**

* Current Blue Card
* Current Licensed Care Service (LCS)
* Current Queensland Driver Licence
* Current First Aid & CPR certificate
* Cert IV or Diploma level qualifications in Child, Youth & Family Intervention, Youth Work, Community Services or similar

**Key Selection Criteria**

* Ability to engage children and young people in interactions and activities that are purposeful and goal orientated with the aim of building their competencies and life skills.
* Well-developed proactive communication and relationship building skills with young people from diverse backgrounds.
* The ability to work from a trauma-informed framework with a sound understanding of child development and behaviour, particularly as affected by trauma.
* An understanding of the role of family dynamics in the lives of children in care, particularly relating to child protection issues.
* The ability to engage with young people to support their participation in activities and to support development of independent living skills as age appropriate.
* Demonstrated effectiveness in a team and contributor to team outcomes.
* Ability to operate with autonomy and to seek advice and authority as required.
* Ability to respond to crisis situations with flexibility but with consideration of risk and compliance. Ability to adhere to Anglicare Children & Families philosophies, values, ethics, frameworks, policies, and procedures.
* Ability to provide care in accordance with the Statement of Standards (Child Protection Act 1999, section 122).
* Knowledge of the Child Protection Act 1999 desired.

**Key Accountabilities and Responsibilities**

1. **Accountability: Quality Care**

***Provide a high quality care (physical, emotional, social and spiritual) for children and young people placed within Residential Care or with Foster & Kinship carers or for children and young people supported by Family Intervention/Support or Outreach programs***

**Responsibilities:**

* Dependent upon the program area, liaise with Residential program colleagues, biological parents, Foster & Kinship carers and/or Anglicare Practitioners to ensure each child and young person’s individual needs are identified. Youth work support should be targeted to meet these individual needs, and in line with the child’s care plan
* Ensure emotional and safety standards and requirements are met (as outlined in the Child Protection Act 1999).
* Demonstrate an empathic understanding of complex trauma, incorporating this understanding into everyday interactions, as well as responses to resulting pain based behaviour.
* Promote pro-social behaviour and employ strategies, responses and techniques that are respectful when managing challenging or extreme behaviours
* Act as an appropriate adult role model, seeking to engage young people in purposeful activities aimed at developing life skills and self-worth
* Participate in goal setting with the child/young person to identify their needs, hopes and dreams for their life, and work with them to identify how goals can be reached.
* Work alongside children and young people towards the development and preservation of healthy relationships with peers, carers and family of origin
* Support connections between children/young people and their parents and other significant people including siblings, extended family members and others as identified by the young person and supported by the placement agreement / case plan /care plan
* Provide safe transport and supervision of contact between children and young people and their families of origin and significant others

1. **Accountability: Administration, Policy & Procedure**

***Ensure administrative and other tasks are undertaken based on Anglicare policy and procedure***

* Maintain all record keeping with accuracy and within prescribed timeframes, including case notes, shift reports, incident reports and all other required documentation
* Within services providing direct care placements to children and young people, undertake all domestic duties within the home to ensure a healthy and safe living environment for children/young people.
* Adhere to policy, procedures and reporting requirements for all expenditure whether through use of petty cash or use of accounts with preferred suppliers;
* Ensure knowledge of policies and procedures relevant to the role of Youth Worker remains current
* Ensure adherence to specific Workplace Health & Safety procedures and contribute to the maintenance of a safe workplace for all

1. **Accountability: Working with Stakeholders**

***Work collaboratively with stakeholders including families, carers and the Department of Communities Child Safety Services***

**Responsibilities:**

* Where required, liaise with other organisations such as parents, families, carers, the Department of Communities, schools, and other support services
* Contribute to and comply with the Care Plan developed in conjunction with the Child Safety Services’ Case Plan
* Support children and young people to understand the role of the Department of Communities and other stakeholders in their lives, and navigate relationships with these staff
* Attend and actively participate in case planning, care planning and stakeholder meetings as needed. Where age appropriate, also support the young person in attending these meetings

1. **Accountability: Program Planning**

***Contribute to the program planning by communicating the insights gained from direct care work***

**Responsibilities:**

* Contribute to the individual assessment of each child, utilising professional training and observation
* Provide timely reporting following shifts and/or incidents to support assessment of outcomes
* Support the child or young person in transition into, out of, or between Anglicare Children & Families programs
* Seek support, clarification and guidance in any matters of concern from the Coordinator or Manager

1. **Accountability: Team Work**

***Promote an effective, supportive, caring and accountable team environment.***

**Responsibilities:**

* Maintain open, honest and respectful lines of communication with children, young people, co-workers, carers, families and other stakeholders.
* Communicate openly and collaboratively with stakeholders will be aimed at working in partnership to ensure all work is child centred and designed to meet the identified needs of children and young people in care.
* Contribute to the building of a positive Children & Families Team culture by demonstrating professional practice in line with Anglicare practice frameworks, values, policies and procedures.
* Actively participate and contribute to Children & Families team meetings.
* Continue professional development and participate in appraisal and supervision in accordance with Anglicare policy.
* Willingness to reflect on personal values and how these impact upon providing care and support to children and young people with complex backgrounds and needs.
* Maintain appropriate relationship boundaries with children and young people, including dress and social standards

**Other Duties and Requirements**

* Maintain confidentiality, including but not limited to information relating to residents, clients and employees of Anglicare and do not disclose information during or after employment.
* Act in accordance with Anglicare’s Code of Conduct and the organisation’s policies and procedures.
* Ensure that credentials and qualifications set out in this Position Description are current at all times.
* Undertake those tasks outlined on a duties list, or any other tasks delegated to you by your manger or supervisor, provided these requirements are safe, efficient, relevant, legal and within your abilities.
* Undertake work practices in a safe manner and comply with work health and safety instructions, within relevant policies and procedures.
* Undergo relevant evaluations and assessments, as requested by Anglicare, to ensure that the physical and functional requirements of the role can be met.

**Delegation of Authority:**

* In accordance with the Anglicare Delegations of Authority Policy.