

Position Description

Position Title	Therapeutic Youth Worker
Team	Care Services Team
Reports to	Senior Carer
Direct Reports	Nil
Contract Type	Respite / Casual
Award	Social, Community, Home Care & Disability Services Award 2010
Location	Lighthouse Foundation Home

Organisational Context

Lighthouse Foundation provides homeless children, young people and families from backgrounds of long-term neglect and abuse, with a home, a sense of family, and around-the-clock therapeutic care that is individually tailored, trauma informed and proven to work.

For over 25 years Lighthouse has successfully supported over 800 young people to break the cycle of homelessness, move into employment and educational opportunities, and overcome damaging life experiences.

The Lighthouse Therapeutic Family Model of Care™ (TFMC™) is implemented by accommodating children, young people & families in suburban homes. The typical home caters for up to four young people and provides safety, therapeutic counselling and guidance for young people, supported by two live-in carers and a dedicated team of psychologists and health professionals. Through their Lighthouse experience, young people can heal, learn again to relate to others and start to rebuild their lives.

Lighthouse's Therapeutic Family Model of Care™ enables young people to stay with Lighthouse for as long as they need and they can continue to access support through our Outreach programs after they transition into independent living.

Vision

To end youth homelessness together

Mission

To increase the availability of Lighthouse Foundation's Model of Care to homeless young people throughout Australia.

Our Values

Respect
Courage
Kindness

Primary Purpose of the Position

To act as a role model and provide case work support, home management and supervision to young people within a Lighthouse home. This position is required to live in a Lighthouse home during their rostered days. The position is supported by a secondary carer and the multi-disciplinary clinical team based at the Youth Resource and Administration centre in Richmond. Therapeutic Youth Workers are provided with a professional development program including clinical supervision, training, peer supervision and psychological wellness support.

Document created: 2016	Next review due:	Page No: Page 1 of 4
Last reviewed: Jun 2018	Status:	File: LHF-PD-Therapeutic-Youth-Worker-Respite

Key Responsibilities

Area of Responsibility	Activities <i>(performance measured against activities during reviews)</i>
Domestic Management	<ul style="list-style-type: none"> • Manage the running of the household in line with the Lighthouse philosophy and key protocols of house management. This includes food purchase and preparation and other domestic chores as required to create and maintain a therapeutic home environment • Act as a parental and/or peer support role within the family unit. This includes maintaining an adult presence within the household; liaising with the secondary Therapeutic Youth Worker around household tasks and emotional support for members of the home; spending quality time with the young people of the household; and listening and providing support as required. • Lead group activities such as family meetings and outings within the household. • Assist in the financial management of the home by overseeing the household budget and managing petty cash • Report maintenance issues in accordance with Lighthouse procedures
Crisis response and management	<ul style="list-style-type: none"> • To be mindful of and responsive to crises according to the Lighthouse protocol for crisis management and documentation • To brief and de-brief young people, staff and volunteers in a crisis aftermath
Youth work processes	<ul style="list-style-type: none"> • Liaise with the Care Team to develop a case management plan for each young person and assist in the implementation of same • Behaviour management of the young people within the household • Act as a spokesperson for Lighthouse as required • Respect all confidentiality requirements within a Duty of Care framework • To document case notes and incident reports in a timely manner in accordance with policies
Relationship Management (internal and external)	<ul style="list-style-type: none"> • Liaise with the Senior Care Coordinator on matters relating to the home management • Liaise with the young person's Care Team on matters relating to the implementation of case plans and behaviour management within the home • Act as the conduit of communication between the Youth Resource & Administration Centre and the homes • Liaise with members of the Community Committee supporting the home and attend meetings as scheduled.
Organisational participation	<ul style="list-style-type: none"> • Attend a Model of Care training annually • Attend team meetings, team group processes, whole staff meetings and planning days • Contribute to the implementation of Lighthouse's strategic plan • Contribute to collaborative practice across the organisation

Document created: 2016	Next review due:	Page No: Page 2 of 4
Last reviewed: Jun 2018	Status:	File: LHF-PD-Therapeutic-Youth-Worker-Respite

	<ul style="list-style-type: none"> Attend the annual Lighthouse Camp Attend Lighthouse Community events
Sector participation (as required)	<ul style="list-style-type: none"> Liaise and network with external professionals, workers and volunteers, including attendance of Youth Network Meetings and school meetings
Professional development	<ul style="list-style-type: none"> Participate in regular clinical supervision, professional development and review meetings Attend regular group processes, supervision and trainings as required Contribute to a culture that is reflective, inclusive and open
Compliance	<p>Comply with the following:</p> <ul style="list-style-type: none"> Child Protection Policy and legislation covered by the policy Code of Conduct All other policies and procedures relevant to the role
OH&S	<p>Exercise a duty of care to work safely, taking reasonable care to protect your own health and safety and that of your fellow workers, volunteers and young people including following safe working procedures and instructions</p>
Risk	<p>All Lighthouse staff are responsible for considering, identifying, reporting and addressing risks</p>
Continuous Quality Improvement (CQI)	<p>All Lighthouse staff are responsible for applying a continuous quality improvement approach to all tasks</p>
Commitment to Lighthouse Culture	<p>Staff are expected to participate in the processes and practices that uphold the Lighthouse culture</p>
Commitment to Trauma Informed Practice	<p>Staff are expected to:</p> <ul style="list-style-type: none"> Engage in personal and professional development to integrate their understanding and response to people and systems that have been impacted by trauma Create or maintain a physical and emotional environment that promotes healing Engage in conflict resolution processes when required

Performance Measurements

An annual Individual Evaluation and Development plan will be developed in line with this Position Description to measure performance.

Authorities – Financial and People

- Seek approval for all unbudgeted expenses
- Petty cash expenses totalling \$100 per month without prior approval
- Coles Card expenses totalling \$600 per month without prior approval

Qualifications and Licences

- Minimum qualification of Certificate IV in a community service (eg, youth work, disabilities, children's services, drug and alcohol), and willingness to undergo four days of mandatory training in line with the Minimum Qualification Strategy for Residential Care Workers in Victoria
- Current full driver's licence
- Valid first aid certificate or willingness to obtain one
- Current criminal records check and willingness to undergo a Disqualified Carer Check
- Current Working With Children check

Document created: 2016	Next review due:	Page No: Page 3 of 4
Last reviewed: Jun 2018	Status:	File: LHF-PD-Therapeutic-Youth-Worker-Respite

Key Selection Criteria

Essential

- Experience working within a residential setting
- Prior experience in the field of youth work, family services, AOD or welfare
- Experience working with statutory clients
- Demonstrated commitment to personal and professional development
- Demonstrated understanding of the impacts of complex trauma
- Experience with conflict resolution and mediation
- Sound knowledge and skill for assessment to identify suicide/self-harm risks and strategies to manage same
- Experience in writing indecent reports, dailies and other communication required for statutory clients
- Clinical response skills to youth based crisis situations including practical and psychiatric emergencies
- Ability to stay calm and rational in volatile situations
- Ability to work with young people, and knowledge of the special needs of complex trauma
- Articulate verbal and written communication skills

Desirable

- Experience working in a therapeutic community
- Experience working within a trauma informed practice
- Prior knowledge of attachment and object relations theory
- Demonstrated understanding of the needs of children/young people with a disability
- Demonstrated understanding of Aboriginal and Torres Strait Islander cultural safety and awareness
- Demonstrated understanding of cultural safety for children and young people from culturally and/or linguistically diverse backgrounds

Employment Conditions

- Respite/Casual Role
- Compliance with Lighthouse Foundation's Code of Conduct, policies and procedures
- Lighthouse Foundation takes all reasonable steps to facilitate and maintain a safe environment for children, young people and all participants of our service. It is for this reason that Lighthouse requires all potential employees and volunteers who will be in contact with children and young people to undergo a psycho-social assessment prior to confirmation of employment.
- Lighthouse Foundation promotes a smoke free workplace
- Terms and conditions of employment are outlined in employment contracts

Manager

Name:

Signature:

Date:

Performance review period:

Staff Member

Name:

Signature:

Date:

Next review date:

Note

The requirements and responsibilities contained in this job description do not create a contract of employment and are not meant to be all-inclusive. They may be changed by the role manager during employment on an as required basis. Any significant or material changes need to be discussed and agreed by incumbent and manager before inclusion.

The role description should be reviewed formally during the annual planning and performance assessment process.

Document created: 2016	Next review due:	Page No: Page 4 of 4
Last reviewed: Jun 2018	Status:	File: LHF-PD-Therapeutic-Youth-Worker-Respite