



Senior Youth Worker

Position description

Position	Senior Youth Worker
Team	Moorabbin Youth Hub/Frankston Site
Employment type	1.0 EFT fixed term role
Hours	38 hours per week
Location	Moorabbin/Frankston
Reports to	Manager, Youth Services
Direct Reports	Nil

About TaskForce

TaskForce has been providing drug treatment services since 1973. Core services focus on addressing social issues of drug related problems, unemployment, mental health, and risk-taking behaviours and supporting young people, adults, and families to transition back into “mainstream” services and supports. TaskForce provides specialist support for people who have experienced significant disadvantage or a crisis in their lives and as a result are prevented from reaching their potential - those who have long-term complex issues or a single issue with a high degree of severity.

About the Position

This role will be based across our sites in Moorabbin and Frankston and report to the Youth Services Manager. The Senior Youth Worker is a Clinical position that will also provide supervision, secondary consult, leadership, and direction to a team of youth outreach workers. The position is also responsible for role modelling appropriate conduct and ensuring all members of their team are in compliance with TaskForce Policies and Procedures.

As a Senior Youth Outreach worker, the role involves providing non-judgmental support and outreach to young people in an environment that is accessible, non-threatening and safe. Other responsibilities include working from multiple sites, community development work, membership of local youth networks, program development and implementation, secondary consultation, and community education. The client group is made up of voluntary and involuntary young people aged between 12 and 25 years.

Key Duties Supervision

- Under the guidance of the Youth Services Manager, supervise and provide support to the Youth Outreach staff so they undertake their work in accordance with TaskForce policies and procedures and funding agreements.
- Attend and participate in external meetings and case conference reviews as required by the Clinical Manager.
- Provide ongoing support to Youth Outreach staff including regular supervision and provide input to the performance, development, and review (PDR) process.
- Assist in maintaining systems, policies and procedures that ensure smooth operations in the youth programs.
- Maintain an effective and regular reporting system for the Youth program and provide regular updates to the Youth Manager.
- Assist with the supervision of volunteers and students on field placement and others as required.
- Complete a range of other administrative duties for the efficient running of the service including statistics, reports, referral letters and other tasks as required.

Key Duties Case Worker

- Undertake assessments, provide case management, crisis intervention, outreach, advocacy and supported referral to young people presenting with problematic substance abuse issues.
- Work within harm minimization framework to reduce the risks associated with alcohol and other drugs to young people.
- Provide assessment, support, and case management on an outreach basis to young people in their own environment.
- Maximize flexibility in treatment and support services so that, where possible and appropriate, young people can maintain their current environment with minimal disruption to themselves and others.

- Where services are offered to young people, the outreach worker should ensure that programs are tailored to their needs, are accessible, have flexible hours, work closely with young person's family group, and built strong links with other relevant agencies and government departments.
- Actively participate in developing and implementing innovative models of service delivery in response to client needs.
- Offer an outreach service to clients where access to the centre is difficult or the type of service is best delivered off site.
- Provide initial support and further referrals to family members and friends of young people with problematic substance abuse issues.
- Provide secondary consultation and training and education/ information sessions in relation to alcohol and other drug issues.
- Participate in the development and delivery of a peer support program and other group programs and activities in schools and the community.
- Advocate on behalf of clients to ensure appropriate service delivery to meet their identified needs.
- Liaise and consult with relevant government bodies and community agencies and develop inter-service networks and linkages to ensure appropriate and coordinated ongoing case coordination and referral processes.

Networking

- Develop and maintain community support networks.
- Liaise with other relevant service providers, for referral, consultation, monitoring and review.
- Develop programs and interventions to address the needs of the client group.

Administration

Maintain a high standard of documentation which complies with accountability structures according to professional, legislative, service contractual obligations and organisational standards. This includes:

- Data entry & relevant reporting is accurate and up to date within reporting time frames.
- Client files and electronic records are appropriate, accurate and up to date, with all relevant information included.
- Maintain statistics and data as required by the funding body and organisation of each individual client.

Professional Development

- Develop an annual Performance Plan with your Manager. Identify one's own development needs and attend relevant training, as approved by manager.
- Participate in regular individual and group clinical supervision.
- Participate in case management practices with other professionals.
- Participate in regular Team meetings as scheduled.

Qualifications

- Certificate IV in AOD essential.
- An undergraduate degree in youth work, social work or counselling essential

Skills and Experience (Key selection criteria)

- Demonstrated experience of at least 5 years in case managing young people and understanding problematic substance abuse issues including Dual Diagnosis.
- Demonstrable experience in leading a team to achieve outcomes.
- Demonstrated knowledge of alcohol and other drugs service provision to young people.
- Experience.
- Demonstrated knowledge of the psychosocial issues affecting young people with problematic substance abuse.
- An interpersonal style that fosters the wellbeing of the young people that access TaskForce services.
- Ability to collaborate effectively with clients, families, colleagues, stakeholders, and other service providers.
- Excellent administration skills including developing case plans, professional case noting, writing reports and effective time management skills.
- An understanding of Child First and Child Protection services.
- Capacity to work within an Outreach model of service delivery.

Terms and Conditions

- The position is for a contract period with the opportunity to extend this, subject to the continued availability of funding.
- The position is subject to a six-month probation period.
- The position is full time however we are considering part time applicants.
- The incumbent will be provided with a mobile phone and access to the use of a vehicle for business travel.
- Employment conditions are in accordance with the Social, Community, Home Care and Disability Services Industry Award 2010, Level 5.
- As an organisation with public benevolent institution (P.B.I.) status, TaskForce offers all staff the opportunity to take up generous Salary Packaging.

To be employed in this position a person must:

- Be prepared to travel between the sites to meet the requirements of the job and to work out of various partnership locations.
- Undergo a Police Check and a Working with Children Check. Offers of employment are subject to the results of these checks.
- Hold a current driver's license.
- Familiarise themselves with, and observe all TaskForce business, community, therapeutic and human resources policies, procedures, and practices.
- Follow Taskforce's codes of employee conduct, promote the interests and reputation of the agency and refrain from acting in way that would conflict with the best interests of TaskForce.

Our values



Client centred

We strive to support our clients and their extended networks to change their circumstances. We will collaborate so that our full range of services and supports are wrapped around them enabling each to reach their full potential.

Innovation and best practice

We will be cutting edge in all that we do leading to evidence-based best practice within the sector. Our people will be passionate and motivated to make a difference.



Thought leadership

We are committed to addressing the tough moral challenges faced and sensitivities that abound in our sector, leading consequent debate and adapting as broader positions held by society evolve.



Honesty and integrity

We do our utmost to communicate openly, honestly and respectfully. We collaborate and share accountability with colleagues and clients alike. We acknowledge that as we learn, mistakes may be made but that this learning will make us stronger.



Trust, respect and self care

We collaborate to create a work environment built on trust and respect where our people and consortium partners are supported and challenged to lead best practice. We recognise that responsibility for self-care is also a foundation to achieve excellence in the services we deliver.