

# VOLUNTEER LIVE-IN YOUTH MENTOR (LEAD TENANT) POSITION DESCRIPTION

## STEPOUT PROGRAM - EASTERN METRO REGION (WANTIRNA SOUTH)

**At Anglicare Victoria our focus is on transforming the futures of children, young people, families and adults.** Our work is based on three guiding pillars: Prevent, Protect and Empower.

We strive to create an environment where employees and volunteers feel valued and rewarded.

By living the Anglicare Victoria values and actively fostering fairness, equality, diversity and inclusion, our people make Anglicare Victoria a truly great place to work.

**So come and join us at Anglicare Victoria** and be part of a dedicated, professional team where respecting each other; leading with purpose; working together; and creating a positive difference are valued, and learning and creativity are encouraged.



## Position Details

<b>Position</b>	Live-In Youth Mentor (Lead Tenant) - StepOut Program
<b>Program</b>	StepOut Program
<b>Hours</b>	This is a live-in role requiring you to reside in a property with another Live-In Youth Mentor and up to two (2) young people aged between 16 – 18 years (exiting Foster or Residential Care).
<b>Duration</b>	Minimum 12 Month Commitment Required
<b>Location</b>	Eastern Metro Region (Wantirna South)
<b>Reporting Relationship</b>	This position is directly accountable to the StepOut Program Staff.
<b>Effective date</b>	July 2022

## Overview of Program

**StepOut** is an out-of-home care placement option providing medium-term accommodation and support to young people aged 16-18 years, who have been placed away from the care of their families by Child Protection. **The Live-In Youth Mentor (Lead Tenant) Program** provides a safe, semi-independent living environment where young people are supported in the share house by Live-In Youth Mentors who also live at the property and provide day-to-day guidance and mature role modelling. Live-In Youth Mentors are not paid workers but volunteers. However, Live-In Youth Mentors are not required to pay rent or utilities (excluding telephone) and also receive an honorarium payment of \$75 per week. The role can also be easily combined with casual, part-time or full-time work or study commitments.

## Position Objectives

As a **Live-In Youth Mentor** your role is to live at the **Wantirna South** property provided by Anglicare Victoria, together with another Live-In Youth Mentor and two young people aged 16-18 (who were previously in foster care or residential care). You are expected to provide direction, encouragement and support within the household, act as positive role model and assist the young people in the house to develop their independent living skills (cooking, budgeting, cleaning etc.).

You are expected to demonstrate a positive and balanced lifestyle and be engaged in some form of employment, study or training. You will be required to participate equally in domestic chores and duties and to ensure that any conflicts arising within the household are dealt with in a positive and productive manner. The young people at times present with complex needs and may occasionally display challenging behaviors. Successful applicants will receive comprehensive initial training, as well as the opportunity to participate in ongoing training opportunities through Anglicare Victoria and access specialised support services when needed.

## Key Responsibilities

1.	Act as a positive, mature and responsible role model to young people, demonstrating appropriate independent living skills, recreation, self-care, communication and behavior. You must also currently be engaged in some form of employment, education and training.
2.	To provide general direction, encouragement and informal support to the young people within the household so that they can develop their independent living skills e.g. Cooking, cleaning, budgeting, financial management, shopping etc. (At all times there must be at least one Live-In Youth Mentor residing at the property overnight.)
3.	Establish and maintain appropriate boundaries and rapport with young people who have experienced trauma.
4.	To be available for and participate in house meetings.
5.	Regularly liaise with the StepOut Program Care Coordinator about issues affecting the residents or household.


Every Live-In Youth Mentor has the right to:

- Reside in a safe and secure environment
- Be treated respectfully and protected from discrimination
- Receive adequate support from the StepOut Program Care Coordinator to enable them to perform their role including training to develop their skills
- Receive assistance in resolving conflict, issues or concerns

## Key Selection Criteria

Live-In Youth Mentors are assessed on the following key competencies:

### Essential

 <p>Role Specific</p>	1. Ensure the share house is a safe environment that is free from abuse
	2. Demonstrate a personal readiness and capacity to become a Live-In Youth Mentor
	3. Good understanding or willingness to learn about adolescent development and trauma
	4. Promote the positive development and independent living skills of young people in Live-In Mentor accommodation
	5. Ability to work as part of a team

### Desirable Skills, Knowledge, and Experience

1. Voluntary and/or mentoring experience with young people
2. Positive interpersonal skills
3. A genuine passion for supporting young people in the community.
4. A background in community services, mentoring, social work, youth work, education, health or emergency services will be highly regarded.

### Cultural Safety in the Workplace

Anglicare Victoria recognises the important and unique contribution Aboriginal and Torres Strait Islander employees make by bringing their unique skills, knowledge and experience to the workplace. They also contribute important insight into how Anglicare Victoria can provide for and engage with Indigenous clients and communities more effectively.

Our Reconciliation Action Plan (RAP) and Workforce Strategy outlines Anglicare Victoria's commitment to leading and facilitating sustainable employment, training, retention and career development opportunities for Aboriginal and Torres Strait Islanders people.

## Occupational Health & Safety (OHS)

Anglicare Victoria is committed to ensuring the health and safety of its employees and any other individuals present in our workplaces.

In achieving and maintaining workplace health and safety, Anglicare Victoria will apply best practice in OHS in accordance with statutory obligations at all times.

All Anglicare Victoria employees, contractors and volunteers are required to:

- take reasonable care for their own health and safety and for that of others in the workplace by working in accordance with legislative requirements and the company's OHS policies and procedures
- take reasonable care their actions or omissions do not adversely affect the health and safety of themselves and others
- cooperate with any reasonable directions, policies and procedures relating to health and safety in the workplace
- report all injuries, illness or 'near misses' to their Supervisor or Manager
- participate in relevant health and safety training based on roles and responsibilities
- as required, participate in the development and implementation of specific OHS hazard and risk management strategies.

In addition to the above, positions with supervision or management responsibility are required to ensure a safe and healthy work environment for all employees, clients, contractors and visitors. This can be achieved by ensuring all people are aware of and have access to OHS policies, procedures, training and reporting systems.

## Terms and Conditions

1. This is a volunteer position and no wage or salary is payable. Whilst living in the share house property, Live-In Youth Mentors are not required to pay rent or utilities (excluding telephone). They also receive an honorarium payment of \$75 per week.
2. The occupant of this position recognises the importance to advise the program supervisor of any proposed absences as early as possible prior to a session commencing to allow adequate alternative arrangements to be made. At all times there must be at least one Live-In Youth Mentor (Lead Tenant) residing at the property overnight.
3. All volunteers participate in training and supervision.
4. This position is subject to an initial one month trial followed by a three month probationary period, which may be extended to six months.
5. Occupants of this position are subject to a satisfactory Criminal History Check prior to commencement and will be required to hold a current Working with Children card.

## TO APPLY:

To obtain an Application Form please email [fostercare.eastern@anglicarevic.org.au](mailto:fostercare.eastern@anglicarevic.org.au). Detailed questions about the role or the StepOut Program can be directed to **Belinda Knight on (03) 9735 6100**. General information about the **Live-In Youth Mentor Program** including FAQs can be found by visiting [www.anglicarevic.org.au/live-in-mentor-program](http://www.anglicarevic.org.au/live-in-mentor-program)