

POSITION TITLE:	Multicultural Youth Worker - EIOS		
REPORTS TO:	Team Leader		
POSITION CLASSIFICATION:	Fixed Term, Part Time		
AWARD/CERTIFIED AGREEMENT	Social, Community, Home care and Disabilities Award 2010 and CMY Collective Agreement 2015-2018 or any replacement agreement.		
PRIMARY WORK LOCATION:	<p>Dandenong</p> <p>Schools across Greater Dandenong and Cardinia Shire.</p> <p>Travel to other CMY offices and off-site locations may be required</p>	APPROVED BY:	Bec Lean
SALARY:	<p>SCHADS Level 4 plus:</p> <ul style="list-style-type: none"> • Access to salary packaging • Superannuation paid as per the <u>Super Guarantee</u> • Annual leave loading • Generous entitlements including cultural leave options and flexible work arrangements 	LAST UPDATED:	April 2026

About CMY

The Centre for Multicultural Youth (CMY) is a non-profit organisation based in Victoria and has been shaping culture alongside multicultural young people and communities since 1988. Our purpose is to create a society where multicultural young people live a life where they are connected and can fully reach their potential.

CMY works to address systemic barriers that impact multicultural young people by:

- Advocating for social change, challenging inequities and barriers that multicultural young people face.
- Delivering support services and programs to young people and families.
- Connecting and creating innovative opportunities for multicultural young people.
- Amplifying the voices and experience of multicultural young people to shift narratives and influence systems.
- Influencing government and policy makers with evidence-based information and lived experience.
- Developing the knowledge, confidence and skills of other organisations, businesses and government.
- Researching current issues affecting multicultural young people to inform what we do.

Our work is youth-informed, strengths-based, and grounded in diversity, inclusion and anti-racism. At CMY, we all play a part in shaping systems, attitudes and behaviours that create the society we all deserve. Find out more: cmy.net.au/about-us

About the Program Area

The Early Intervention Officers in Schools program is a Victorian Government initiative, that embeds specialised youth workers within schools to support students at risk of engaging in the Youth Justice system. Youth workers will co-locate at schools, working closely with teachers and wellbeing staff to identify young people most at risk, providing ongoing

case management, focusing on increasing school attendance, building a sense of belonging, and fostering positive relationships.

POSITION SUMMARY:

This position will provide individualised support and case management services to high school aged young people who are at risk of engaging in the Youth Justice System. Services and supports will include undertaking risk assessments, development and implementation of school re-engagement plans, family support and outreach work. Through the services provided, the worker will assist young people to remain in education, increase positive engagement and connection to community and culture, and work toward individual goals in order to reduce risk of engaging in the Youth Justice System.

JOB RESPONSIBILITIES:

- Co-locate within education settings to provide tailored support, case management and assertive outreach services to young people referred into the program by the relevant schools.
- Undertake intake and assessments, goal setting, case plans and case reviews to support marginalized and vulnerable young people to increase protective factors.
- Provide young people with referrals that link them to community, cultural and service networks to support their educational, economic, housing and health and developmental needs.
- Engage families and support networks as part of intervention planning to strengthen outcomes for young people, including outreach where appropriate.
- Attend relevant school staff meetings, enabling school staff to have a clear understanding of the role of the MYW.
- Establish conference meetings with school staff in order to facilitate appropriate information sharing, as well as identifying new referrals.
- Foster strong and positive relationships with schools and work in close collaboration with teachers, schools, Department of Education and Training, other government departments and local services while still maintaining CMY practice to assist young people in maintaining their engagement in education and provide a continuum of support
- Develop and maintain appropriate networks, resources and relationships with key organisations and services including education, community and cultural groups.
- Where necessary and appropriate, broker practical help and support from within CMY and from external sources and organisations to support young people with their engagement.
- Actively participate in the monitoring of cases via CMY supervision, reflective practice sessions and team meetings.
- Maintain appropriate files, records and data as per program, contractual and organisational requirements.
- Attend meetings and forums as required.
- Comply with all relevant legislation.

KEY SELECTION CRITERIA:

1. An understanding of adolescent development and knowledge of the intersecting factors that can contribute to a young person's disengagement from education and increase risk of Youth Justice Engagement.
2. Knowledge and experience in early intervention approaches required to support young people and families from vulnerable, culturally diverse and marginalised communities including a clear understanding of case management, intensive support, crisis intervention and assertive outreach.
3. Capacity to work with a high degree of cultural competency and understanding of culturally appropriate service delivery in relation to CALD young people, their families and communities.

4. Ability to work independently, outreaching and co-locating in educational settings in order to effectively engage, assess, and support young people at risk.
5. Excellent written and verbal communication skills, including client record keeping, administration tasks, reporting and the capacity to liaise with a range of government and non-government stakeholders.

QUALIFICATION REQUIREMENTS:

- Tertiary qualifications in a relevant discipline (i.e. social work, youth work, community development) and/or work experience in the refugee and/or youth sector

ROLE REQUIREMENTS:

Mandatory Requirements:

All CMY staff must meet the following core employment requirements:

- **Pre-employment checks:** Satisfactory Police Record Check, Working with Children Check, and verification of the right to work in Australia.
- **Health and safety:** Compliance with Occupational Health & Safety (OH&S) policies and a demonstrated commitment to workplace safety for self and others.
- **Conduct and values:** Commitment to CMY's values of Participation, Diversity and Human Rights, and adherence to CMY's Code of Conduct, policies, and procedures.
- **Workplace expectations:**
 - Capacity to work flexible hours to fit in with school requirements – including occasional out of hours work to meet family needs
 - A current driver's licence, as this role requires a capacity to travel throughout Victoria,
- **Training and development:** Completion of the following mandatory training modules upon commencement and at regular intervals as required:
 - CMY Organisational Induction
 - Culturally Responsive Practice
 - Child Safety Training
 - Building Aboriginal Cultural Competency
 - Introduction to Family Violence
 - MARAM (Multi-Agency Risk Assessment and Management) Training (as relevant to role)

Note: Mandatory training is reviewed regularly and may change to reflect organisational and sector needs.

General Requirements:

- Contribute to 'OneCMY' culture through connecting, collaborating and culture shaping;
- Perform other duties as directed, consistent with organisational strategy and priorities.

ADDITIONAL INFORMATION:

- This position description may be used for roles designated under special measures provisions, in accordance with organisational policy and relevant legislation.
- CMY is a Child Safe organisation and an Equal Opportunity Employer. All staff are subject to child safety screening and assessment as part of the recruitment process, including referee checks.
- CMY roles operate within a hybrid working environment, with flexible work arrangements that may be negotiated based on team and organisational needs.
- Please see [Guidelines for applying for a Job at CMY](#)

CMY STRATEGIC OBJECTIVES:	
• MY Community	Young people are connected, belong and contribute to their families and the community.
• MY Journey	Young people are empowered to access opportunities and actively shape their own futures.
• MY Voice	Young people are understood, accurately represented and influential.
• MY CMY	CMY is a strong partner and recognised leader in working with diverse young people.

I have read, understood and approve the above position description:

Executive/Senior
 Manager Name

Executive/Senior Date / /
 Manager Signature

I have read, understood and accept the above position description:

Employee Name

Employee Signature Date / /