



POSITION *description*

Position title	Therapeutic Youth Worker
Team	Care Services
Reports to	Team Leader – Care Operations
Award / Salary	Social, Community, Home Care & Disability Services Award 2010, Social and Community Services Classification Level 3 Pay Point 1
Location	Lighthouse Foundation Homes (Metropolitan Melbourne)

About Lighthouse Foundation

At Lighthouse we provide homes and therapeutic care programs to children and young people impacted by long term neglect, abuse and homelessness. Our focus is to create caring communities where children and youth can feel safe, form meaningful relationships and begin to heal from traumatic experiences. Our Lighthouse Homes, Foster and Family Care and In Community care environments ensure our support reaches the children and youth who need it, where they need it, for as long as they need it.

Vision

To end youth homelessness, together.

Mission

To provide children and young people who are homeless, or at risk of homelessness, with the care and support they need to heal and thrive. Through community collaboration and our evidence-based Lighthouse Model of Care, we create therapeutic homes and deliver tailored support programs to transform the lives of young people. We also educate and support foster carers and families in the same way, so they too can care for some of Australia's most vulnerable children.

Values

Respect, Kindness, Courage, Collaboration

Position overview

To act as a Parental role model and provide case work support, home management and duty of care to young people and children within a Lighthouse home. This position requires you to have ongoing availability for day

and evening shifts, which include sleepovers. The position is supported by a Senior carer who is based from the home, and a multi- disciplinary Clinical and Operations team based at the Youth Resource Hub in Richmond. Therapeutic Carers are provided with professional development programs including clinical supervision, training, peer supervision and psychological wellness support.

Role specific requirements

Area of responsibility	Activities (performance measured against activities during reviews)
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 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 • 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 Carer 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 Centre and the homes
- Liaise with members of the Community Committee supporting the home and attend meetings as scheduled

Organisational specific requirements

Organisational participation	<ul style="list-style-type: none"> • Attend and facilitate team meetings, trainings, whole staff meetings and planning days • Contribute to the implementation of reliable and predictable community events on the weekends • Contribute to collaborative practice across the organisation
Professional development	<ul style="list-style-type: none"> • Participate in regular supervision, professional development and review meetings • Attend regular group processes and trainings as required • Contribute to a culture that is reflective, inclusive and open
OH&S	<ul style="list-style-type: none"> • 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
Risk	<ul style="list-style-type: none"> • All Lighthouse staff are responsible for applying a continuous quality improvement approach to all tasks • Identify and communicate any risks in Care
CQI	<ul style="list-style-type: none"> • All Lighthouse staff are responsible for applying a continuous quality improvement approach to all tasks
Commitment to Lighthouse culture	<ul style="list-style-type: none"> • Staff are expected to participate in the processes and practices that uphold the Lighthouse culture
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

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- Engage in conflict resolution processes when required
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Performance Measurements

An annual work plan will be developed in line with the Position Description and Lighthouse Foundation's Annual Business Plan to measure performance.

Authorities – Financial and People

- Seek approval for all unbudgeted expenses
- All other authorities listed under the Lighthouse Delegation of Authority policy

Qualifications and Licences

- Minimum qualification of Certificate IV in a community service (e.g., youth work, disabilities, children's services, drug and alcohol), and completion four days of mandatory training in line with the Minimum Qualification Strategy for Residential Care Workers in Victoria. (You must be enrolled before commencement at Lighthouse)
- Current driver's licence
- Valid first aid certificate and CPR (or willingness to obtain one prior to commencement)
- Criminal Records check
- Current Working with Children check

Key Selection Criteria

Essential

- Experience in a care orientated role
- 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 incident reports, case notes and other communication required for statutory clients
- Ability to stay calm and rational in challenging situations
- Ability to work with young people, and knowledge of the special needs of complex trauma
- Excellent verbal and written communication skills
- Availability to work various shifts across a 24/7 roster, including sleepovers

Employment conditions

- Casual/Respite role
- Compliance with Lighthouse Foundation's Code of Conduct, including the Child Safe 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 to undergo a psycho-social assessment prior to confirmation of employment.
- Terms and conditions of employment are outlined in employment contracts.

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.