BERRY STREET YOORALLA	**Position Title:**	**Alcohol & Other Drug Youth Consultant**
	Division:	**Complex Care**
	Program:	**Specialist Care & Transitions**
	Band:	**C**
	Salary:	**Stream 1, Level 6**
	**Date:**	**October 2026**

ROLE PURPOSE

Berry Street Yooralla provides several program types, predominately in the statutory services. This program includes foster care, residential care and youth services.

The Specialist Care & Transitions program is funded by the Department of Family, Fairness & Housing (DFFH) to provide an intensive and flexible level of support to young people aged between 12 and 17 years of age who are identified as most 'at risk' in the community.

The Alcohol & Other Drug (AOD) Youth Consultant position is designed to provide treatment and support to young people presenting with AOD issues. Through a model of treatment, secondary consultation, collaborative case planning and capacity building, the role will enhance case management and placement support services for young people with substance use issues.

The Alcohol & Other Drug Youth Consultant works with the young people, their families, and the regional team to provide treatment, case coordination, and support to minimise the risks of alcohol and drug use to the young person. At all times, the AOD Youth Consultant will be an effective advocate for young people and their families, while upholding their responsibilities of duty of care.

The service operates within a collaborative and supportive team environment with a strong focus on partnerships with relevant external organisations. Providing direct support to young people will be at times required.

PRIMARY OBJECTIVES

The primary objectives of the role are to:

- Provide AOD Secondary Consultation to professionals and teams working with young people.
- Undertake collaborative planning to provide AOD assessment, treatment, and outreach through case planning and care team participation.
- Provide AOD treatment to young people with complex needs, risks, and histories.
- Identify additional support needs and facilitate entry into additional AOD services where appropriate.

REPORTING RELATIONSHIPS

This role is based at our Noble Park Office on Boonwurrung Country. Occasional travel to our Gippsland Office (approximately once per month).

The AOD Youth Consultant works under the direction of the Specialist Youth Family Violence Consultant who will provide supervision and review. External AOD specific practice supervision will be provided to complement support provided within the team.

The role also sits within the Multidisciplinary Adolescent Team alongside Consultants within Family Violence and Mental Health disciplines.

EXPECTATIONS

- Conduct oneself in accordance with the Berry Street Yooralla Code of Conduct, which is underpinned by the values of accountability, courage, integrity, respect and working together within the principles of continuous improvement.
- Raise all health, safety, and wellbeing issues or concerns with managers, observe all safe work procedures and instructions, and take reasonable care for their own safety and for the safety of work colleagues by always operating in a safe and appropriate manner.
- Promoting and protecting the human rights of people with disability, in accordance with the UN Convention on the Rights of Persons with Disabilities (CRPD) (2008).
- Working to ensure high-quality and safe supports and services for NDIS participants, meeting and exceeding the NDIS Practice Standards and Quality Indicators.
- Meeting obligations under all relevant Victorian and Commonwealth legislation.
- Participate in regular supervision, performance planning and review processes and probationary reviews.
- Complete mandatory training within designated timeframes.
- Berry Street Yooralla is committed to service delivery that prioritises and celebrates diversity and inclusion. Every individual is treated with dignity and respect regardless of their cultural background, ability, ethnicity, gender identity, sexual orientation, spirituality, or religion.
- Berry Street Yooralla is committed to the cultural safety of Aboriginal and Torres Strait Islander children; children from culturally and/or linguistically diverse backgrounds; children with a disability; children who identify as LGBTIQA+.
- Berry Street Yooralla is committed to being a child safe, child friendly and child empowering organisation. In everything we do we seek to protect children, in accordance with our legal obligations including MO 1359 and child safe standards.
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ROLE RESPONSIBILITIES	Specific responsibilities, duties and tasks
Direct Service Delivery	• Provide secondary consultation, case support and participate in care team and case planning with other programs in relation to substance use issues. • Liaise with Complex Care and other programs and teams to assess and actively monitor cases in which AOD use or risks have been identified to further identify those who require specific AOD case support or consultation. • Provide AOD education to team colleagues, other professionals, and caregivers of Berry Street Yooralla clients. • Provide specialised alcohol and drug assessment, counselling, and outreach support to young people with substance use issues across programs in Berry Street Yooralla. • Collect and maintain client information to deliver the program in line with program targets, program guidelines, and reporting requirements. • Develop ways of engaging and working collaboratively with 'at risk' children, young people, families, and support networks who may not have responded to traditional intervention. • Liaise with relevant services and advocate on behalf of 'at risk' children, young people, and families to ensure access to resources and facilities where necessary. • Ensure appropriate documentation and records are maintained and participate in quality assurance activities through ongoing recording

	and evaluation of drug and alcohol services delivered to clients and their families/caregivers. • Contribute to continuous quality improvement in relation to service delivery by ongoing monitoring and evaluation, involving the young people where practical
Administration	• Maintain concise, accurate, contemporaneous records, including case notes, completed forms and reports as required according to program guidelines. • Maintain electronic equipment in a safe, secure place password protected as per confidentiality policy. • Maintain client documents in a manner consistent with team policy. • Maintain accurate statistical data as required by Berry Street Yooralla and funding bodies. • Attend regular team meetings and other forums as required. • Contribute to the development of crisis management, individual treatment, and service plans for clients and assist in the implementation of case management strategies facilitating entry into drug and alcohol services where appropriate and maintaining continuity of care across service systems. • Negotiate with DFFH and other service providers to ensure coordinated and cooperative service delivery to young people and their families. • Maintain adequate and be accountable for up-to-date case records, all reports and documents as required by DFFH, Berry Street Yooralla, Children's Court, or other relevant person or service. • Prepare Critical Incident Reports for DFFH and Berry Street Yooralla as required.
Community, Education & Development	• Provide and facilitate consultancy and education, advice and training in the area of alcohol and drug misuse Berry Street Yooralla colleagues, DFFH Child Protection, the Non-Government Service Sector, other professionals and caregivers of young people. • Actively network with the Drug and Alcohol service system to enhance the knowledge and skill base of consumers and allow access to relevant innovative and up-to-date information. • Provide appropriate advocacy and brokerage services for Berry Street Yooralla clients. • Identify service gaps and difficulties in accessing AOD services.
Child Safety and Safeguarding	• Promote and contribute to a child safe culture by prioritising the safety, wellbeing, participation and empowerment of children and young people. • Comply with the Berry Street Yooralla Child Safety and Wellbeing Policy, Child Safety Code of Conduct, Child Safe Standards and all reporting obligations. • Immediately report any concerns regarding the safety or wellbeing of a child or young person.
Leadership and Portfolios	• Provide support and mentoring to team members. • Engage in constructive communication with team members and other professionals. • Encourage and role model a positive and supportive team culture. • Assist leadership team with quality improvement tasks, including the review and updating of relevant programmatic processes, service manuals, and policy guidelines.

KEY SELECTION CRITERIA

- Excellent written and oral communication skills (including public speaking, presentations and facilitation skills).
- Demonstrated ability to flexibly manage competing priorities and stressful situations, monitoring own stress levels and practising and promoting self-care strategies.
- Demonstrated experience in AOD treatment (assessment, counselling, and outreach) with children, young people and families from diverse backgrounds and with complex issues and histories.
- Comprehensive knowledge of trends and practice in AOD work and of protective issues, effects of substance abuse, homelessness, trauma, disability and the implications for the emotional and behavioural development of young people.
- Demonstrated ability to flexibly manage competing priorities and stressful situations, monitoring own stress levels and practising and promoting self-care strategies.
- Demonstrated experience in working with children, young people, and families who have complex needs and statutory services involved.
- Demonstrated experience in networking, program promotion and cooperative work with the government and non-government sector.
- Well-developed computer literacy.

QUALIFICATIONS AND OTHER REQUIREMENTS

- A Bachelor-level qualification in Social Work, Psychology, Welfare, or a related discipline and a minimum of three years' experience providing treatment to young people with AOD issues.
- Additional specialist qualification specific to AOD, for example Certificate IV or higher in AOD.
- Staff must hold a valid WWCC, current driver's license always and undergo a Criminal Records Check prior to employment. Subsequently, staff must report any criminal charges or court appearances.
- Previous relevant experience working with young people.
- Familiarity with DHHS funded Alcohol and Drug Treatment programs and reporting requirements.
- Willingness to learn about funded alcohol and drug treatment programs

HIGHLY DESIRABLE

- Comprehensive knowledge of trends and practices in AOD work as well as an understanding of protective issues, effects of substance abuse, homelessness, trauma, disability and the implications for the emotional and behavioural development.
- Demonstrated experience in networking, program promotion and cooperative work with the government and non-government sector
- An understanding of the Child, Youth and Families Act 2005 and the Family Violence Protection Act 2008.
- Experience undertaking contracted case management with DFFH, Child Protection, or another similar CSO.
- Training and development must be supported by the line manager.

INHERENT REQUIREMENTS OF WORK ACTIVITIES/ENVIRONMENT		
The following is a table that outlines the main physical and psychological requirements of the position.		
Element	**Key Activity**	**Frequency**
Client Facing and Service Delivery	Work with clients who may have a physical, psychiatric, or sensory disability.	Regular
	Interact with clients and members of the public who may display the full range of emotional expressions, including parents, partners, significant others, family members, advocates, doctors, police.	Regular
	Work with complex clients which may expose you either directly or vicariously to emotionally challenging concepts such as self-harm, trauma, illegal activity and/or violence.	Regular
	Drive vehicles with possible distractions from client behaviour, verbal or physical.	Occasional
	Work in a client's home or their family home alone and/or with others.	Occasional
	Represent, advocate, and cooperate with legal processes which may include attendance to court.	Occasional
Work Environment	Manage demanding and changing workloads and competing priorities.	Daily
	Work in different geographic locations.	Regular
	Be exposed to all outdoor weather conditions.	Occasional
	Work via computer from home as required.	Regular
	Work office hours with the possibility of extended hours. Flexible arrangements by agreement.	Regular
	Work rostered hours with the possibility of overtime.	Not Applicable
	Work on-call after hours.	Not Applicable
	Work in an open plan office with no assigned desk.	Regular
	Work in buildings which may require the use of stairs or elevators.	Regular
	Sit at a computer or in meetings/meeting rooms via video conference facilities or in person for extended periods.	Daily
	Work in educational or community facilities.	Regular
	Drive vehicles possibly over long distances and in all traffic and weather conditions.	Regular
	Undertake training and professional development activities both internal and external to the organisation.	Regular
Administrative Tasks	Undertake administrative tasks which may include the following: computer work, filing, data entry, writing reports, case notes/plans and client records. Manage resources and budgets. Research and analyse information and data.	Daily
	Use technology including computers, photocopiers, telephones including mobiles, projectors, televisions, video conference facilities and electronic whiteboards.	Daily