

# Position description

## Youth Worker – Recoded “Changing the way we game”

<b>Title:</b>	Youth Worker – Recoded “Changing the way we game” – NSW School Pilot
<b>Business unit:</b>	Financial Capability & Wellbeing
<b>Location:</b>	Remote Worker and involves travel to Albury (NSW) schools.
<b>Employment type:</b>	Part Time   Maximum term until 30 June 2021
<b>Reports to:</b>	Team Leader Financial Capability & Wellbeing

### 1. About Uniting

Uniting Vic.Tas is the community services organisation of the Uniting Church. We’ve been supporting people and families for over 100 years. We work alongside people of all ages in local communities in Victoria and Tasmania. Our services reach to Albury-Wodonga in the north, Mallacoota in East Gippsland, the Wimmera region in the west, and across Tasmania.

We empower children, young people and families to learn and thrive. We’re there for people experiencing homelessness, drug and alcohol addiction or mental illness. We support people with disability to live the life they choose. We assist older people to maintain their independence and enjoy life. We provide opportunities to access training and meaningful employment. We’re proud to welcome and support asylum seekers and refugees to our community. We work to empower people with the information, skills and tools they need to live a healthy, happy life.

As an organisation, we work in solidarity with Aboriginal and Torres Strait Islander people as Australia’s First Peoples and as the traditional owners and custodians of this land. We celebrate diversity and value the lived experience of people of every ethnicity, faith, age, disability, culture, language, gender identity, sex and sexual orientation. We welcome lesbian, gay, bisexual, transgender, gender diverse and non-binary, intersex and queer (LGBTIQ+) people at our services. We pledge to provide inclusive and non-discriminatory services.

**Our purpose:** To inspire people, enliven communities and confront injustice.

**Our values:** We are imaginative, respectful, compassionate, and bold.

### 2. Position purpose

Work together with Child, Youth and Family Services and Financial and Gambling Counselling and Wellbeing teams to co-design a framework to be delivered across a range of services and spaces accessed by young people.

Work with the Project Officer to support implementation of material providing project delivery and training.

Background: Uniting received funding from the NSW Government - Office of Responsible Gambling to deliver a prevention program. The program will provide education and capacity building on gaming and gambling for young people and their support networks, including teachers, wellbeing staff, youth workers and youth recreational clubs. The program aims to improve community awareness and create cultural change, with a key focus on:

- Prevention (targeting Yr. 4)
- Early intervention (targeting Yr. 8/9)
- Reduction (aimed at groups who are at risk of suffering gambling harm)

The Youth Worker will work across Albury – NSW, providing a range of supports to young people and their families.

The Youth Worker will have some knowledge on gaming within the youth space and have some experience in working within a prevention framework within schools.

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#### 3. Scope

**Budget:**

Nil

**People:**

Nil

#### 4. Relationships

**Internal:**

- Team Leader Financial Capability & Wellbeing
- Project Officer - Recoded
- Other Uniting staff

**External**

- Children (Grade 4) ; young people (Year 8/9) and their support networks, including teachers, wellbeing staff, youth workers and youth recreational clubs.

#### 5. Key responsibility areas

**Service delivery:**

- Work with project lead by providing input to design around the prevention program that will provide education and capacity building for young people and their support networks including teachers, wellbeing staff, youth workers, sporting clubs and other relevant organisations.
- Design and provide a tailored range of survey's to young people and their families, including professions for data collection in order to understand the point of need and to effectively build on key outcomes.
- Group work within schools and training delivery to be conducted.
- Working collaboratively with young people, their families, schools and the community to research, design and facilitate targeted programs and activities for young people.
- Work with project officer to develop a 'train the trainer' module for key services to ensure key deliverables are being met across schools and community.
- Actively monitor and evaluate progress towards project goals.

**Program and service:**

- Assist in evaluating and reviewing program activity in conjunction with the Team Leader.
- Provide accurate and up-to-date information on a range of current issues to clients, staff and other government and non-government organisations as required.
- Be aware of, and work constructively within all organisational, and related funding body guidelines.
- Ensure that targets and outcomes are achieved and compliance with other contractual arrangements is met.
- Contribute to the formulation and review of service policies and procedures.

**Team and professional:**

- Actively support the maintenance of a team approach to service delivery both within Uniting and the broader network of services involved in supporting young people and families.
- Actively participate in staff meetings, team meetings, regular professional supervision, regular group processing, annual performance appraisals, professional development opportunities and other agency activities as required.
- Demonstrate a high degree of ethical and professional behaviour incorporating confidentiality and accountability.
- Maintain a flexible, client focused approach and attitude to work in line with Uniting models of practice.
- Act as a positive role model.

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#### Project Development:

Support Project Officer with:

- Design surveys, questionnaires, polls etc. specific to research requirements.
- Test research methodologies to confirm intended purpose of evaluation.
- Conduct external, community consultations to gather relevant information for project.
- Utilise various and relevant professional sources to find and extract pertinent information.
- Perform analysis of selected resources.
- Organise and maintain research data.
- Document, report and present research to management.
- Liaison with project staff and associated activities to ensure that the project milestones, objectives and requirements are fulfilled.
- Contribute to preparation and coordination of agreements with external collaborators.
- Project liaison for communicating any issues as they arise and following up with resolutions.

#### Administrative:

- This role requires the individual to work with the project officer conducting administrative duties that build on processes, logistics coordination for operational tasks e.g. study or gaming and gambling convergence, manage deliverables such as measurable outcomes and coordination of meetings.

#### Personal accountability:

- Compliance with Uniting's values, code of conduct, policies and procedures and relevant government legislation and standards where relevant.
- Cooperate with strategies to actively ensure the safety, protection and well-being of children who come into association with us.
- Ensure appropriate use of resources.
- Work collaboratively with Uniting (Victoria Tasmania) employees and external stakeholders in accordance with Uniting's values and professional standards of behaviour.
- Actively participate in initiatives to maintain, build upon and promote a positive and collaborative workplace.
- Identify opportunities to integrate and work collaboratively across teams.
- Take reasonable care for your own health and safety, and health and safety of others (to the extent required).
- Promote a positive safety culture by contributing to health and safety consultation and communication.
- Promptly respond to and report health and safety hazards, incidents and near misses to line management
- Attend mandatory training sessions (i.e. equal employment opportunity, health and safety) and mandatory training specific to position.

## 6. Person specification

#### Qualifications and experience:

- Have, or be working towards the completion of a formal qualification in Social Work, Social Welfare, Youth Work or related discipline and / or prior experience in working within the community sectors.
- Prior experience in providing case management, counselling services or group work to young people will be a significant advantage.

#### Personal qualities:

- Values alignment: the ability to demonstrate and authentically promote Uniting's values.
- Passionate about our local community and working with young people and their families.
- Strong commitment to personal and professional development.
- High level of self-awareness and comfort with critical reflection.
- Comfort in a changing, fast paced environment with an eye on the big picture.

Approved by: Executive Officer, Uniting GNE	Page 3 of 4	Division: South & East Victoria
Date approved: TBC	Printed copies of this document are not controlled.	Next review date: TBC

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#### Skills and knowledge:

- A demonstrated understanding and working knowledge of *strengths-based* and *trauma informed* principles and practice.
- An understanding of the issues relating to young people in our local context.
- Strong written and verbal communication skills.
- Highly developed interpersonal skills including the ability to establish rapport, engage with and motivate others.
- Demonstrated ability to work both independently and as part of a team toward established goals.
- Sound administration skills including confidence in the use of information and communications technology.

#### Other requirements:

- Have and maintain a current driver licence, sound driving record and industry-relevant police check.

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#### 7. We are a child safe organisation

Uniting is a child safe organisation and is committed in everyday practice to ensure the safety and wellbeing of all children, at all times. As a child safe organisation, employment with Uniting is subject to a satisfactory national (and international where relevant) police check and Working With Children Check (in Victoria) and/or Working With Vulnerable People Check (in Tasmania) **prior** to commencement of any paid or unpaid work and/or participation in any service or undertaking.

**This position description is subject to review and may change in accordance with Uniting’s operational, service and consumer requirements.**

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#### 8. Acknowledgement

**I have read, understood and accepted the above Position Description**

	Employee	Manager
Name:		
Signature:		
Date:		