

POSITION NUMBERS: P02914, P02919, P02920, P02921, P02922, P03297, P03299, P03300, P03303, P03304, P03306, P03314, P43709, P43712, P43423, P11441,
YOUTH WORKER

Bimberi Administrative Service Officer, Level 3 & Level 4 Broadband
Office for Children, Youth and Family Support
Youth Directorate
Bimberi Youth Justice Centre

The Department:

The Department of Disability, Housing and Community Services has responsibility for a wide range of human services functions in the ACT. These include multicultural and community affairs, public and community housing policy and services, children, youth and family support policy and services, disability policy and services, therapy services, Child and Family Centres, the ACT Government Concessions Program, homelessness and community services.

The Group:

The Office for Children, Youth and Family Support works in partnership with the community to provide care and protection services to children and young people, and to provide family and community support to meet the needs of the people of Canberra. In addition, the Office is responsible for youth justice services and the monitoring and licensing of children's services.

The Section:

Bimberi Youth Justice Centre provides a state of the art youth detention facility which complies with the Human Rights requirements. It will accommodate children and young people (10 to 18 years old) who have been refused bail or are sentenced to a period of detention by the Children's or Supreme Courts of the ACT. Bimberi will operate within new legislative requirements.

Bimberi staff work closely with Community Youth Justice staff and staff of Youth Policy and Programs which are the other parts of the Youth Directorate. The Section is focused on ensuring evidenced based, researched, developmentally appropriate, human rights compliant and child centred interventions with children, young people and their families.

The Position:

The position of Youth Worker will work within a team environment to carry out the following duties to enhance the safe care, custody and supervision of residents within the Quamby Youth Detention Centre. Youth Workers are expected to actively contribute to case planning for young people.

The Duties:

Under general direction,

1. Through positive relationships with young people ensure the care, supervision and safe custody of residents within the Bimberi Youth Justice Centre.
2. As a key worker, engage residents in case plans relating to their individual needs, goals and strategies, and liaise with families, carers, government and community agencies involved in the case management process.

3. As a member of a team, implement effective behaviour management strategies for residents in order to develop a capacity to change attitudes and behaviour.
4. Encourage and support residents to participate in a range of program activities relating to rehabilitation and positive re-integration of young offenders into the community.
5. Provide and maintain necessary written records in a variety of formats such as client records, memos and reports, maintain client records and undertake day to day client administration duties.
6. Attend and participate in a range of meetings relating to residents and the operation of the Centre, including shift briefings and de-briefings, staff meetings, staff training and development programs, and staff performance and appraisal.

SELECTION CRITERIA

1. Demonstrated ability to motivate, support and effectively communicate with young people including those with special needs and those of diverse backgrounds..
2. Proven ability to take on the role of key worker for residents and contribute to the development of, and implement individual case management plans.
3. Demonstrated experience in, and understanding of, issues relating to adolescent development.
4. Demonstrated ability to work effectively under stressful conditions, both individually and as a member of a team, to set priorities and to adapt to changing circumstances.
5. Effective communication (oral and written), interpersonal, negotiation, problem solving, advocacy and liaison skills, and the ability to prepare accurate documentation.
6. Demonstrated ability to consistently display high quality customer service principles, practices and attributes.
7. A demonstrated commitment to the implementation of the principles of workplace diversity, participative work practices and occupational health and safety.
8. An ability to gain a knowledge of youth justice philosophy and policies in the ACT.

Qualifications/Experience:

Completion or partial completion of the Youth Worker Level 3 or 4 certificate or qualification in the behavioural sciences desirable.

Possession of a current drivers licence and Senior First Aid Certificate.

Entry to ASO3

Successful completion of Induction Training

First Aid Certificate

Driver's Licence

Satisfactory Medical/Physical Assessment (Quamby)

Progression from ASO3 to ASO4 Broadband requirements

- Staff members must be on 4th Increment
- Must be up-to-date with all training requirements
- Must have completed Certificate IV
- Must have First Aid, Driver's Licence, Physical Assessment
- Must have a satisfactory performance review over previous 12 months

OFFICE USE ONLY

Date selection criteria updated: 11/03/08	EVA Number:
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