

Youth Services Case Worker

Employment Package

Thank you for your interest in applying for a position with Deception Bay Community Youth Services (DBCYP). DBCYP is an equal opportunity employer and as such, the following information is provided to ensure that all applicants have an equal opportunity for preparing their applications. It is important that your application meets the requirements of this document.

ORGANISATIONAL PROFILE

Deception Bay Community Youth Programs Assn Inc (DBCYP) is a not-for-profit community organisation that provides whole of life support for young people, children and their families in Deception Bay. As a community based organisation with a 25 year continuous service history, we have a rich connection to the Deception Bay community and a strong locality focus on improving social outcomes for this area. Our programs and activities focus on improving the situations for people in Deception Bay by

- Addressing complex needs associated with social disadvantage;
- Improving education and employment outcomes; and
- Improving people's quality of life.

DBCYP is committed to continuing to deliver a service that is relevant, appropriate, and of high quality to our community, and to creating an enterprising organisation that is driven by innovation, and that is financially sustainable.

As an Incorporated Association DBCYP is governed by a dedicated and experienced Board. DBCYP is a registered Charity, accredited under the Human Services Quality Framework. Please refer to the DBCYP website www.dbcyp.org.au for information about the teams and programs.

YOUTH SERVICES AND PROGRAMS

DBCYP's Youth Services offers a holistic range of programs that move from engagement, to immediate needs through to planned support. These services are available to young people 8-24, who may be experiencing disadvantage, social and/or economic exclusion, mental illness and complex needs, some of whom are or have been clients of the Child Protection System or Youth Justice and are making the transition to independence.

The Youth Services program interacts with a range of mainstream and specialist youth, family, health and social support services and statutory services. It is critical that the program maintains and further develops partnerships and networks with a variety of organisations to ensure a holistic response to meeting client needs. The Youth Service programs operate with and receive referrals from internal DBCYP teams and external partner organisations to deliver programs and support to young people.

Vitally, our Youth Services Team are also building their understanding and capacity to address and use digital media and technology in their work with young people. We believe that quality youth work that meets young people's needs must, in our current environment, include digital considerations, and that we need to enhance and innovate youth work practice through the use of digital technology and media.

THE POSITION DESCRIPTION

The Position Description is attached and should be read carefully as it details the requirements, duties and knowledge and skills for the position.

YOUR APPLICATION

The application should be in word or PDF format and is to include the following:

- a) your resume / curriculum vitae
- b) the names, positions and telephone numbers of two referees who can comment on your competency in regard to the selection criteria, one of whom must be your current line manager.
- c) a cover letter (max 2 pages) that explains why you're interested in the role and your relevant experience to date

For further queries about the position please contact:	Megan Ogle Youth Services Team Leader
Phone:	0421 457 133
Email:	megan@dbcyp.org.au

Applications close at strictly 10am Monday 3rd May 2021

Applications should be emailed to jobs@dbcyp.org.au, or through the job platform application platform, using the subject line: Youth Services Case Worker

Attachments must be in pdf or Word format.

POSITION DESCRIPTION

Position title:	Youth Engagement Worker		
Program/Team:	Youth Services Team		
Employment type & hours:	50 hours per fortnight - some out of hours and weekend work required		
Award conditions:	Social, Community, Home Care & Disability Services Award 2010	Remuneration:	Level 3
Working from:	Deception Bay		
Reporting to:	Youth Services Team Leader		
Probation period:	6 months		
Primary purpose of position:	<p>The Youth Engagement Worker will organise and oversee a program of creative community and digital engagement activities designed to support young people to improve their quality of life by focusing on positive destination goals.</p> <p>The post will take an active role in supporting the Youth Services Team Leader to increase youth and community awareness of the range of DBCYP youth services & spaces, and maintain youth representation and participation mechanisms across the organisation and wider community.</p> <p>The role will also work across the organisation to plan and develop social media content for DBCYP's youth services, including Facebook, Instagram, and YouTube accounts, focussing on the day-to-day running of the social media, and drive strategies for audience engagement and growth.</p>		

KEY RESULT AREAS - Role and Responsibilities

Key Responsibilities:

- Design and coordinate a schedule of events for young people to increase the profile of DBCYP Youth Services and deliver key positive destination messages
- Assist in maintaining websites and utilising social media to develop opportunities for youth engagement and service promotion.
- Produce documents and promotional material of a professional standard that comply with branding policy, suitable for external communication to a variety of target audiences.
- Build relationships with external service providers and report on opportunities for mutually beneficial partnerships that progress headspace Bunbury toward its objectives.
- In partnership with local services and DBCYP program teams, develop a youth engagement calendar and communicate this to relevant stakeholders.
- Assist with the development, implementation and evaluation of a Youth Engagement Strategy for DBCYP
- Engage, train, supervise and support young people to be involved in the Youth Engagement Strategy and/or develop other mechanisms to engage young people with DBCYP services.
- Work with the wider DBCYP team to ensure that the views of young people and families are integrated into service planning and service delivery.
- Keep up to date with relevant youth sector trends, gaps and information.
- Participate in relevant training and development activities as an effective team member.
- Other duties consistent with the position where required and/or requested by management from time to time.

Knowledge, Skills & Abilities	
Experience & Skills	<ul style="list-style-type: none"> • Demonstrated understanding of the challenges and experiences of young people from diverse backgrounds • Demonstrated experience coordinating and facilitating youth programs, events and activities within a community setting. • Strong experience and expertise with social media as a communication tool. • Demonstrated ability to develop, implement and evaluate community awareness programs. • Ability to organise and implement community engagement activities within an allocated budget. • Highly developed verbal and written communication skills, including performance report writing • Computer skills including word processing, spreadsheets, and database applications. • Excellent organisational and time management skills with the ability to prioritise and manage multiple and competing work tasks and deliver to agreed deadlines.
Education, Qualifications, Checks and References (Mandatory)	<ul style="list-style-type: none"> • A qualification in youth work, community development, community events, arts • Current Queensland driver's licence (preferably manual) • Working with Children Suitability Positive Notice (Blue Card). • Two relevant referees, including current or most recent manager.
Personal Attributes:	<ul style="list-style-type: none"> • High levels of professionalism, confidentiality, and discretion. • Emotional Resilience • Personal drive and integrity. • Consultative and collaborative working attitude. • Commitment to a learning culture and ongoing professional development.