

POSITION DESCRIPTION

Position:	Youth Worker
Reports to:	CEO
Supervises:	Field Worker Trainees where appropriate
Contracted time:	34 hours per week, 5 days a week, fixed term.
Travel Required:	Extensive travel to designated remote communities

POSITION OBJECTIVES:

Promote the personal, educational and social development of young people. Engage young people, redress inequalities, value opinions and empower individuals to take action on issues affecting their lives, including health, education, unemployment and their environment. You will also be responsible for the delivery of discreet program areas. Provide support to Aboriginal community workers and volunteers in Titjikala, Santa Teresa and Finke.

ACCOUNTABILITY:

The Reconnect Field Worker will be accountable to the CEO.

DUTIES AND RESPONSIBILITIES:

1. Address issues related to youth homelessness and 'at risk' behaviors in designated communities and support young people to reengage with family, community, education, employment and training.
2. Where appropriate, provide family mediation and other casework services to achieve the best outcomes for young people in need of assistance.
3. Where appropriate, provide group work and workshops with a focus on education and personal skill development.
4. Where appropriate, support remote communities in providing recreational activities and opportunities for young people.
5. Source additional funding and flag potential opportunities with senior staff and assist with input for submissions.
6. Assist Aboriginal people to access relevant services and resources available from other agencies and departments.
7. Prepare reports and maintain appropriate records to assist with case management and service evaluation in accordance with Waltja's policies and procedures and program contractual guidelines. This includes timely community visit reports.

8. Represent and promote Waltja at conferences, seminars, network and interagency meetings and in other community forums and actively participate in Waltja's operational activities and events.
9. Work together with all Waltja staff and projects and be a positive proactive team member and role model for other workers.
10. Work within Waltja's organisational values, code of conduct and policies and procedures, especially with regard to maintaining confidentiality and working in a culturally sensitive, community and client driven manner.

SCHEDULE B

Award conditions will be offered as part of this contract of employment. The employee acknowledges and agrees to the following conditions set out in this schedule.

Level:	SCHADS Award Level 5
Ceremonial Leave:	Up to 8 weeks leave without pay
Superannuation:	11.25% as a non-smoker status or 9.5%
Travel:	\$60/night for remote travel / Based on ATO as a guide for interstate
Work Kit:	\$330 per year
Annual leave:	4 weeks pro rata
Personal Leave:	10 days pro rata
Compassionate:	3 days paid leave, 3 weeks leave without pay for immediate family
Travel Reimbursement:	\$900 pro rata per completion of 12 months
Time in Lieu:	Flexible working hours and time in lieu arrangements instead of overtime.

Salary Sacrifice will increase your take home pay:

Under Legislation there is a capped limit on the amount you can salary package each fringe benefit tax year (1 April to 31 March)

For employees who work for a Public Benevolent Institution the capped limit is \$15,899.90 (\$30,000 grossed up)

There are a range of salary packaging options that apply and these should be discussed with RACV Salary Solutions who are the salary packaging provider for Waltja Tjutangku Palyapayi.

SCHEDULE C

KEY PERFORMANCE INDICATORS SUMMARY

- Work together with all the Waltja staff and projects and be a positive team member and role model for other workers and trainees.
- Prepare timely work plans, reports, correspondence, evaluations and other relevant documentation. Where appropriate assist in the preparation of submissions for external funding.

- Keep timely records and data of client assistance, field trips and community visit reports to meet the outcomes for funded programs.
- Assist with the development and continual improvement of Waltja's youth services.
- Assist Aboriginal people – young people, their families, and communities to access information, services and resources to support their self-determination.
- Maintain all equipment including vehicles, camping gear, cameras and resources.
- Participate in any scheduled training for this position and provide on the job training and mentoring to other team members
- You have complied with Waltja's policies and procedures and have participated in reviews and updates.