



# POSITION DESCRIPTION

<b>JOB TITLE:</b>	Youth Development Worker	<b>DATE:</b>	May 2013
<b>LEVEL:</b>		<b>SALARY:</b>	Negotiable
<b>REPORTS TO:</b>	Outreach Coordinator	<b>DEPT:</b>	Outreach
<b>APPROVED BY:</b>	CEO	<b>SUPERVISES:</b>	Nil

**CEO's SIGNATURE:**

**PART A: ABOUT MT THEO PROGRAM**

**1. BACKGROUND**

The Mt Theo Program was started by Yuendumu Community in 1993 to address chronic petrol sniffing in Yuendumu. The program has since broadened in nature and scope to provide a comprehensive program of diversion, treatment, aftercare and youth leadership and development throughout the Warlpiri region. The Program challenged a generation destroying itself through substance misuse. Strong community action created an environment for healthy change, and that same generation now accepts that it is totally uncool to sniff petrol. While we focus on individuals involved in the Program, our approach is in a community and family context.

The work will never be over. There will always be young people who succumb to the temptation of using substances to feel better, who feel their only escape is to 'escape'. Mt Theo helps them to see things differently.

The Program, now known as Warlpiri Youth Development Aboriginal Coporation (WYDAC), provides a positive framework through Mt Theo Outstation, Youth Diversionary and Development Programs, Jaru Pirrjirdi Youth Leadership and Development Program, WYDAC Trainer and Warra-Warra Kanyi Counselling Service in which young people can grow strong and take their place as future community leaders.

WYDAC Program provides youth services in the Warlpiri communities of Yuendumu, Willowra, Nyirrpi and Lajamanu, and offers care for all young people from the Warlpiri nation.

**2. VISION**

We believe that health does not just mean the physical wellbeing of the individual but refers to the social, emotional, cultural and spiritual wellbeing of the community. We strive to support young Warlpiri people from all over the region to achieve their full potential as human beings, to build strong futures for themselves and their communities.

**3. PROGRAM OBJECTIVES**

The primary purpose of our corporation is to develop strong young community leaders by caring for young people at risk, preventing petrol sniffing and other substance misuse, and to provide diversionary and development programs for young people. WYDAC aims to:

- Provide rehabilitation for young people suffering from substance misuse
- Provide education, counselling and care for young people at risk

- Provide the Court and police with positive alternatives to prison or juvenile detention
- Provide jobs so young people can stay in community
- Keep culture strong through youth leadership and development activities
- Record Warlpiri culture using a range of media
- Share knowledge and skills with other Aboriginal nations

#### 4. **VALUES**

We work co-operatively with the community and other agencies to support and maintain equity and equal opportunity for Aboriginal and Torres Strait Islander people in accessing culturally appropriate primary health care services as well as recreation and development activities.

Our guiding principles are:

- Self-respect and respect for others
- Respect for elders and sharing their stories with young people
- Honesty and truth
- Looking after land
- Looking after young people in trouble
- Listening to each other
- Yapa and Kardiya working together

### ***PART B: POSITION SPECIFICATIONS***

#### • **PURPOSE OF THE POSITION**

The primary role of the Youth Development Worker will be to provide a program of diversionary youth & media activities responsive to the needs of the youth of the community. The activities provide a focus for building the resilience, confidence and skills of young Warlpiri men and women to resist substance misuse, and develop their potential.

The position requires the Youth Worker to perform administrative duties and generate reports as required for funding purposes. The Youth Worker may undergo training in multi-media.

#### • **REPORTING RELATIONSHIPS**

The Youth Development Worker will be responsible to the local Sub Committee, the Outreach Coordinator and WYDAC Committee.

#### • **DUTIES AND RESPONSIBILITIES**

##### **PRIMARY DUTIES**

- Work closely with the community and Cultural Mentor in providing a five day a week youth activities program. The youth activities program will involve, not exclusively, basketball, football, softball, disco, film nights, art & craft, music, multi-media and cultural excursions.
- Consult and plan activity programs with elders, families, Yapa youth workers, with an emphasis on supporting cultural strengths and passing knowledge on to young people.
- Ensure all resources necessary for activities are present and maintained. This may involve:
  - Coordinating the purchase of food items, drinks etc for fundraising
  - Ensuring the maintenance of the sporting venues and arranging repairs to lights, rings, backboards etc
  - Maintaining the youth centre and kitchen and purchasing necessary equipment.
  - Basic vehicle checks.
- Record the names of young people participating in youth activities, and types of activities offered, as per reporting requirements.
- Record the names of the trainee workers and hours worked, and advise Accounts of these weekly.

## **SECONDARY DUTIES**

- Organise and run kids sporting competitions
- Organise sporting events with other communities
- Publicise youth activities weekly (this will include photo boards posted at the shop, Shire and youth centre)
- Facilitate Night Club activities. (Night Club is an education and recreation space for youth 16 years and older.)
- Media Activity and Training
  - Facilitate basic media activities as part of the diversionary youth program
  - Identify young people with a particular interest or talent in multi media
  - Facilitate immersion workshops to be delivered by visiting trainers
  - Showcase media products within the community eg film nights, photographic exhibitions, WETTMedia website
- Engage with stakeholders and / or other local agencies to assist in the delivery of diversionary and development activities for youth.
  - Local agencies include but are not restricted to: local Police, local Health Clinic, Sport and Recreation workers (Lajamanu only), Central Land Council Rangers.
  - Collaboration is encouraged:
    - In planning and running activities
    - Identifying pathways for skills development
    - Advertising coming youth events and timetable
- Facilitate training and project work for young people with visiting musicians
- Representing WYDAC in the community
- Communicate clearly and openly with fellow Youth Workers to coordinate, problem solve, monitor reporting, share progress, monitor upkeep of equipment, vehicle and building.
- Attend fortnightly teleconference with the Outreach Coordinator to discuss Project activity.

## **RESPONSIBILITIES**

- Engage with and create close relationships with “at risk” young people and encourage their participation in youth activities.
- Monitor at risk youth for changes in behaviour that may indicate a problem. Notify co-workers regarding potential problems.
- Make referrals to WYDAC Counsellor and/or Outstation Coordinator as necessary
- Inform the WYDAC team of incidents of vandalism, violence, break-ins and other anti-social behaviour to allow a considered plan of action
- Provide regular reporting and written information re: participation and youth program development to the Outreach Coordinator, as required by funding bodies.
- Be responsive to feedback and ideas from local trainees and community team and discuss with the WYDAC team
- Be part of a team of people who care for each other and the program and who have strong cross cultural relationships of mutual support for one another.

## ***PART C: PERSON SPECIFICATIONS***

### **1. QUALIFICATIONS AND KNOWLEDGE**

#### **ESSENTIAL SELECTION CRITERIA**

- Demonstrated understanding of, and experience in working with cross-cultural persons and community development, preferably in a remote context.
- Experience working with young people and in the management of recreational programs.
- Experience working in administrative roles

- Excellent oral and written communication skills
- Demonstrated negotiation skills
- Excellent computer skills and experience working with spreadsheets and databases
- Demonstrated ability to work in a team.
- Demonstrated capacity for resourcefulness, self-motivation and independent decision making
- Demonstrated stress management skills
- Relevant tertiary and / or accredited training qualifications

**NON-ESSENTIAL CRITERIA**

- Ability to generate reports appropriate to funding bodies, write funding submissions.
- Creative skills such as Music, Media, Arts, Dance and/or Performance Skills
- Current Senior First Aid Certificate

**2. STANDARDS OF PRACTICE**

- Maintain high professional standards of practice.
- Participate in ongoing training and professional development of self and others.

**3. ADDITIONAL FACTORS**

- Possession of a current 'C' Class Open Driver's License valid in Northern Territory.
- Applicants will be required to obtain a criminal history check and Working with Children clearance – Ochre Card (on acceptance of position, and conditional to contract offer)

**ENDORSEMENT**

The preceding information is an accurate statement of the requirements and employment of this position, at this time.

Signature (CEO) \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

I have read and understand the duties and requirements of the position as described in this position description and agree to be employed under such conditions and the relevant Award.

Employee's Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_