Business Group
Y Schools Queensland

Classification
Y Schools Queensland Enterprise Agreement 2024, Classification (enter here)

Employment Type
PPT, PFT, Fixed term, Cas

Child Facing Role
Yes ☒
No ☐

Screening Requirements
All Y Queensland employees must have a:

- *Blue Card*
- *National Police Check*

Role specific requirements:

- *Certificate IV*
- *First Aid and CPR*

Reports to:
Head of Campus/School, Supported By: Senior Youth Worker / Lead + Head of Wellbeing

Supervises:
N/A

Position Description

Youth Worker (Classroom)

Role Purpose

The Youth Worker plays a vital role in supporting the wellbeing, engagement, and development of young people across all service sites. This position focuses on building strong, trusting relationships with young people, delivering inclusive and responsive support, and contributing to a safe and empowering environment in line with the Youth Work Framework for Practice.

Your Key Responsibilities

Typical role responsibilities include, but are not limited to:

1. Student Support

1.1 Form intentional relationships with young people so that their strengths, passions, interests and needs can be supported appropriately utilising the Youth Work Framework for Practice.
1.2 Provide social-emotional support to students in the classroom and while attending other programs, in a manner that supports their engagement with academic learning.
1.3 Assisting student learning, either individually or in groups, under the direct supervision of a higher-level Youth Worker or a teacher.
1.4 Support the Senior/Lead youth worker to engage students in workshops/programs which support their wellbeing and engagement.
1.5 Support student de-escalation and co-regulation throughout the school day to assist with student engagement.
1.6 Prepare and deliver wellbeing, enrichment and other non-educational programs for students where required.
1.7 Assisting with the collection, preparation and distribution of classroom materials.
1.8 Support social learning across the student cohort.
1.9 Assist in supervision of students before school, during break times, on excursions and when engaging in programs, including when necessary, preparing and serving of food.
1.10 As requested by HOC/HOS, participate in parent/teacher meetings to share updates on student progress.
1.11 As required, liaise with other staff, parents and students concerning the educational, social and emotional status of a student.
1.12 Contribute to the maintenance of student records and reporting on the student adjustments as per the school's policies and procedures.
1.13 Support the provision of any outreach or external supports and case management where required to meet to student wellbeing needs.

2. Partnerships

2.1 Assist with the delivery of arts, cultural, and sport and recreation activity programs.
2.2 Advocate on behalf and for young people in the broader community.
2.3 Collaborate with community centre coordinator's to support youth programs outside of school term.
2.4 Develop and maintain partnerships with external agencies to broaden student supports.

3. Professional Development and Support

3.1 Participate in the process lead by the school, to develop your practice as a Youth Worker and your Professional Development plan.
3.2 Collaborate constructively and positively with all school staff, across all campuses, in the development and evaluation of wellbeing programs and strategies.
3.3 Participate in the process to regularly monitor the effectiveness of program delivery through observation and evaluation.
3.4 Attend and participate in all staff meetings and training activities (as appropriate).
3.5 Assist in the organisation and delivery of wider team development activities.

Safeguarding Children Requirements

The status for your position as either child-facing or non-child-facing is outlined on page one of your position description. The YMCA has requirements for both child-facing and non-child-facing roles which are indicated below.

Safeguarding Children - Child-Facing Roles

- Declare anything you become aware of through the course of your engagement with the YMCA which a reasonable person would consider could impede your suitability to have contact with children and young people.
- Act as an extended guardian towards children and young people where you have interactions and always take reasonable steps to prevent abuse and neglect.
- Adhere to all policies and procedures relating to safeguarding children and young people and the Safeguarding code of conduct.
- Update your details whenever these changes, with the relevant department administering the working with children check or equivalent in your state/ territory of residence, as required by applicable laws.
- Report any suspicions, concerns, allegations or disclosures of alleged child abuse/ neglect in line with procedures.

General Requirements

- Support the management of a workplace that supports diversity including gender, cultural and generational diversity; provide equal employment opportunity and foster a respectful, inclusive workplace.
- Comply with all Policies and procedures
- Maintain confidentiality of all YMCA information, records and files.
- Complete the YMCA Induction and other required training as required by organisational policy and procedures.
- Uphold, promote and comply with the policies, mission and values of the YMCA.
- Any other duties as determined by the Chief Executive Officer as required.

Health and Safety

WHS Responsibilities for All Employees / Volunteers

- Take reasonable care to ensure their own safety and health and that of others, and to abide by their duty of care provided for in the legislation.
- Be familiar with the YMCA WHS Policy and other health and safety policies, procedures and requirements.
- Accept responsibility and accountability for compliance and cooperation with all WHS policies, procedures and practices established by the YMCA.
- Report all hazards, near-misses, incidents and injuries in accordance with organisation policy and procedures.
- Wear appropriate clothing, footwear and protective equipment for the work performed and work environment.
- Properly use equipment, including any relevant safety equipment or devices.

- Participate in discussions and consultation on the management and resolution of WHS risks.
- Accurately complete all required WHS documentation relevant to position and work activities being undertaken
- Continually monitor the workplace for hazards so as to minimize the risk to both customers and staff.
- Make suggestions for improvements to health and safety practices within the workplace.
- Take reasonable care for your own health and safety and that acts or omissions do not adversely affect the health and safety of others.
- Comply with any reasonable instruction that is given by the YMCA for ensuring health and safety.

Key Physical Requirements

- Walking / standing – Frequent
- Sitting – Constant
- Driving – Occasional
- Squatting/ bending/kneeling – Occasional
- Working outdoors – Occasional
- Fine motor skills (keying, typing) – Frequent
- Gross motor skills (e.g. setting up, packing up) – Occasional
- Lifting/carrying up to 10kg – Occasional to Frequent

(Key = Occasional 1-33%, Frequent 34-66%, Constant 67-100%)

Qualifications, Licenses and Professional Registrations:

- Blue Card
- National Police Check
- CPR & First Aid
- Completion of a Certificate IV in Youth Work and / or Community Services or equivalent qualification

Your Key Capabilities in Relation to Position

- Completion of a Certificate IV in Youth Work and / or Community Services or equivalent qualification and a minimum of one-year relevant experience.
- Ability to communicate effectively with young people, including the use of appropriate interpersonal skills and the ability to communicate appropriately with young people and their families from diverse cultural backgrounds.
- Ability and commitment to working with young people using the Strengths Approach and ability to demonstrate non-judgmental, empathic framework.

- Work successfully in a small team and within the Y-Care philosophy & ethos to establish productive partnerships and achieve educational, vocational social and emotional outcomes.
- Be able to demonstrate the importance of following procedures and ensuring a safe environment at all times.
- Excellent oral, written and interpersonal communication skills.
- Current First Aid and CPR certificate.
- Currently possess, or be willing to obtain, a National Police Check and positive notice Blue Card in accordance with the Working with Children (Risk Management and Screening) Act 2000.
- Achievement of YMCA's Safeguarding Children Training Certificate and complete annual refresher training.

Desirable:

- A current and open driver's license.