Business Group
Y Schools Queensland

Classification
Y Schools Queensland Enterprise Agreement 2024

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:

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

Reports to:
Head of Campus/School, or other person, who may from time to time be nominated - Supported by: Senior Youth Worker Lead & Head of Wellbeing (functional leadership)

Supervises:
Youth Workers

Position Description

Senior Youth Worker

Role Purpose

The Senior Youth Worker provides campus-level leadership for Youth Workers at a single Y Schools campus. The role focuses on the operational delivery of student wellbeing programs, behaviour triaging, MTSS implementation, and student engagement strategies developed in collaboration with the Senior Youth Worker Lead, the Head of Wellbeing, and the Head of Campus/School.

Your Key Responsibilities

Typical role responsibilities include, but are not limited to:

1. Leadership and Team Support

1.1 Provide day-to-day leadership and guidance for Youth Workers on the assigned campus.
1.2 Implement Youth Work frameworks, MTSS processes, and behaviour triaging strategies as directed by the Senior Youth Worker Lead and Head of Wellbeing.
1.3 Mentor Youth Workers on campus, supporting professional supervision, self-care, and wellbeing.
1.4 Ensure accurate case management records and reporting for all students.
1.5 Support the Head of Campus/School with Youth Worker recruitment, onboarding, compliance, and performance planning.

2. Student Wellbeing & Engagement

2.1 Build intentional relationships with students to support strengths, interests, and needs.
2.2 Deliver student wellbeing programs, engagement activities, and workshops in collaboration with school staff.
2.3 Support student de-escalation, co-regulation, and engagement throughout the day.
2.4 Contribute to student reports, parent/teacher meetings, and ongoing case management as required.
2.5 Implement outreach and external support referrals for individual students when necessary.

3. Partnerships & Collaboration

3.1 Collaborate with school staff to develop and implement student support pathways at the campus level.
3.2 Engage with community agencies and centre coordinators to support student wellbeing and engagement programs on campus.
3.3 Support youth programs in partnership with community centre coordinators, including during school holidays.
3.4 Advocate for student voice and inclusion in campus initiatives.

4. Professional Development

4.1 Participate in professional learning, reflective practice sessions, and annual Performance Development Planning.
4.2 Contribute to evaluating program effectiveness on campus and provide feedback for continuous improvement.
4.3 Attend staff meetings and training as required.

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
- Certificate IV in Youth Worker or Community Services, or equivalent qualification

Your Key Capabilities in Relation to Position

- Completion of Certificate IV in Youth Worker or Community Services, or equivalent qualification and 3 years recent experience in a special assistance school or related context or Completion of a Diploma qualification in Youth Work or Community Services and 2 years recent experience in a specialist assistance school or related context; or 2 years of successful study toward a Bachelor's degree in related field and 2 years recent experience in a specialist assistance school or related context;
- Demonstrated ability to mentor and supervise staff.
- Ability to communicate effectively with young people including the ability to communicate appropriately with young people and their families from diverse cultural backgrounds.
- Demonstrated ability to plan and apply appropriate behavior support strategies that contribute to improved student outcomes.
- Highly developed skills for working within a team environment to provide Individualised support and action plans for young people.
- Ability and commitment to working with young people using the Strengths Approach and ability to demonstrate non-judgmental, empathic framework.
- Be able to demonstrate excellent oral and written communication and interpersonal skills.
- Demonstrated ability to work as an effective team member and manage time effectively and set priorities.
- Computer literacy and prior experience using a range of office software including Word, Excel.
- A current driver's license and possession of or willingness to gain current First Aid and CPR qualifications.
- Hold or willingness to obtain a Blue Card prior to commencement of employment.
- Achievement of Y QLD's Safeguarding Children Training Certificate and complete annual refresher training.

Desirable:

- Ability to facilitate cultural programs/conversations
- Experience delivering programs to meet the needs of diverse students
- Knowledge and or experience with neurodiverse students.