

Position Description

Youth Work Advisor

Role Purpose

The Youth Work Advisor provides practice leadership, coaching and capability development to Youth Workers across all Y Schools Queensland campuses. The role supports the consistent implementation of the Y Schools Youth Work Practice Framework and works in close partnership with Senior Youth Worker Leads, campus leadership teams, and the Head of Wellbeing to embed trauma-informed, relational, and strengths-based youth work practices that improve student engagement and wellbeing outcomes.

Business Group

Y Schools Queensland



Classification

Non-Award



Employment Type

Full Time



Child Facing Role

Yes ☒

No ☐

Screening Requirements

All Y Queensland employees must have a:

- *Blue Card*
- *National Police Check*

Role specific requirements:

- *Tertiary qualification*
- *First Aid and CPR;*
Driver's Licence

Reports to:

Head of Wellbeing

Supervises:

Your Key Responsibilities

Typical role responsibilities include, but are not limited to:

1. Practice Leadership and Support

- 1.1 Provide youth work practice leadership across all campuses to ensure consistent, high-quality implementation of the Y Schools Youth Work Practice Framework as part of the broader wellbeing model.
- 1.2 Provide guidance and practice expertise to Senior Youth Worker Leads, Senior Youth Workers and Youth Workers to strengthen youth work practice across campuses.
- 1.3 Support the consistent application of trauma-aware, strengths-based, relational and youth development approaches.
- 1.4 Provide professional advice to campus leadership teams on youth work practice, student engagement strategies and wellbeing supports.
- 1.5 Monitor the quality and consistency of youth work practice across campuses, providing feedback and escalating risks or gaps to the Head of Wellbeing.
- 1.6 Support Senior Youth Worker Leads to maintain consistent approaches to campus operations, record-keeping and relevant youth work documentation.
- 1.7 Identify emerging wellbeing needs and trends across campuses and provide recommendations to strengthen youth work responses.
- 1.8 Support the Head of Wellbeing to monitor and improve the effectiveness of youth work practice across campuses.

2. Student Wellbeing and Engagement

- 2.1 Support the development, delivery and consistency of the Body Mind Spirit (BMS) program and other student wellbeing and engagement initiatives across campuses.
- 2.2 Provide guidance on complex student support needs and youth work responses where required.
- 2.3 Support consistent approaches to student engagement, de-escalation and co-regulation practices across campuses.
- 2.4 Contribute to whole-school wellbeing initiatives that align with the Y Schools Youth Work Practice Framework and the THRIVE Framework.
- 2.5 Support campus teams to deliver youth work responses that improve student engagement, belonging and wellbeing outcomes.

3. Capability and Capacity Development

- 3.1 Support the Head of Wellbeing to design and deliver professional learning aligned with the Youth Work Practice Framework and whole-school wellbeing priorities.
- 3.2 Lead structured coaching, mentoring and reflective practice processes across campuses to strengthen consistency and capability.
- 3.3 Facilitate cross-campus reflective practice opportunities to strengthen youth work capability and shared practice.
- 3.4 Support Senior Youth Worker Leads and Senior Youth Workers to mentor and support Youth Work teams.
- 3.5 Develop resources, tools and practice guidance to support consistent youth work approaches across campuses.
- 3.6 Promote professional wellbeing, reflective practice and ethical youth work practice within the Youth Work team.
- 3.7 Support campus leaders with recruitment, onboarding and workforce development processes to maintain strong youth work team standards.
- 3.8 Prepare and coordinate team meetings, pillar meetings, staff training sessions and other development activities for youth workers.

4. Partnerships and Collaboration

- 4.1 Work collaboratively with Heads of Campus, wellbeing teams and school staff to strengthen integrated student support pathways.
- 4.2 Develop and maintain partnerships with external agencies to expand student wellbeing supports.
- 4.3 Support collaboration between campuses to share best practice, programs and learning.
- 4.4 Advocate for youth voice and youth-informed approaches in wellbeing initiatives and program development.
- 4.5 Support the integration of youth work within the broader multidisciplinary wellbeing model across campuses.
- 4.6 Oversee the development of holiday programs, in partnership with community centre coordinators, where relevant.

5. Professional Development, Evaluation and Continuous Improvement

- 5.1 Participate in professional learning and annual Performance Development Planning.
- 5.2 Use data and feedback to identify areas for improvement and inform practice development across campuses.

5.3 Support continuous improvement of youth work practices and wellbeing strategies.

5.4 Provide regular updates and insights to the Head of Wellbeing on youth work practice, workforce capability and emerging trends.

5.5 Lead regional evaluation projects that improve student engagement or outcomes.

5.6 Contribute to whole-school strategic planning around engagement and wellbeing.

5.7 Attend and contribute to staff meetings, training and whole-school initiatives.

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. Y Queensland 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 Y Queensland 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 change, 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.
- Participate in safeguarding children and young people training as directed.

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 Y Queensland information, records and files.
- Complete Y Queensland induction and other required training as required by organisational policy and procedures.
- Uphold, promote and comply with the policies, mission and values of Y Queensland.
- 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 Y Queensland 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 Y Queensland.
- 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 minimise 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 ensure acts or omissions do not adversely affect the health and safety of others.
- Comply with any reasonable instruction that is given by Y Queensland 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) - Constant
 - Gross motor skills (e.g. setting up, packing up) - Occasional
 - Lifting/carrying up to 10kg - Occasional
- (Key = Occasional 1-33%, Frequent 34-66%, Constant 67-100%)

Qualifications, Licenses and Professional Registrations:

- Tertiary qualification in Youth Work, Social Work, Community Services or a related field, with substantial experience in youth work practice.
- Blue Card / Working with Children Check, or ability to obtain prior to commencement.
- National Police Check.

- Current First Aid and CPR certification.
- Current Driver's Licence and willingness to travel regularly across Y Schools Queensland campuses.
- Completion of Y Schools' Safeguarding Children Training Certificate upon appointment and ongoing annual refresher training.

Your Key Capabilities in Relation to Position

- Minimum five years' substantial experience in youth work practice, preferably within an education or school-based setting.
- Demonstrated understanding of student engagement, behaviour and wellbeing in a school context.
- Demonstrated expertise in trauma-informed practice, strengths-based engagement, relational practice and youth development frameworks.
- Proven ability to provide practice leadership, coaching and mentoring to youth workers and/or multidisciplinary teams.
- Demonstrated experience supporting young people with complex needs, including engagement, wellbeing, de-escalation and co-regulation strategies.
- Experience contributing to the design, implementation and continuous improvement of youth programs or wellbeing initiatives.
- Demonstrated ability to facilitate training, reflective practice and professional learning to build workforce capability.
- Strong written, oral and interpersonal communication skills, including the ability to provide clear professional advice to staff, leaders and external stakeholders.
- Demonstrated ability to work collaboratively within school-based and multidisciplinary environments to support coordinated student wellbeing responses.
- Demonstrated ability to work within a system-led model, taking direction from the Head of Wellbeing while leading practice implementation across multiple campuses.
- Understanding of safeguarding, duty of care and relevant legislative requirements impacting youth work in education settings.

Desirable:

- Experience working within a Special Assistance School or alternative education setting.
- Experience supporting young people who are disengaged or disenfranchised from education.
- Experience working across multiple sites or teams, supporting consistency of practice and service delivery.