

CAAPS Aboriginal Corporation

POSITION DESCRIPTION

Position Title	Youth Support Worker
Area	Berrimah, Northern Territory
Reports To	Clinical Coordinator Youth Services
Direct Reports	Nil

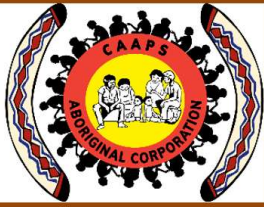
Position Purpose

Provide trauma sensitive and informed care to support young people who are suffering the impact of substance use whilst engaging in CAAPS Youth Services programs.

The successful candidate will become a part of our multi-disciplinary Youth Services team; working on the client focused program delivery in both a residential and outreach capacity.

Responsibilities

- Display a strength-based, client-centered attitude by providing a caring and welcoming approach to young people.
- Understand and adhere to legislative requirements of providing treatment to young people including legislation related to the care and protection of young people.
- Facilitate and support client participation in all activities associated with CAAPS treatment programs including engagement with external services.
- Support clients one-on-one and small groups to achieve treatment goals.
- Support the Youth Services Team around implementation of behavioral management plans and support therapeutic approaches within the program.
- Provide Key Worker support to clients as required. This includes being the main point of contact for a client and responding to client needs.
- Regularly liaise with internal and external service providers, ensuring a collaborative approach to achieve client therapeutic goals and discharge plans.
- Maintain an awareness of client's wellbeing at all times, including participating in internal handover procedures, assisting with medication and provision of transport and support attending appointments and meetings.
- Model self-care skills by assisting young people to plan and prepare meals and manage personal hygiene and within their environment, to develop healthy routines.
- Participation in CAAPS afterhours on-call rotation.
- Data entry and reporting in line with National data reporting requirements, including up to date entry of case notes, as requested by Management.
- Ensure all incidents/accidents and identified hazards are reported in accordance to the WHS policy and procedure.
- Participate in quality assurance processes with a focus on continuous improvement, data collection, reviewing and monitoring.
- Attend and participate in team meetings.
- Work positively as a member of a multidisciplinary team.



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- Participate in all relevant planned training programs when required and seek to improve performance by gaining new skills and knowledge.
- Other related duties as required, and within the competences of the position to perform.

Key Performance Indicators

- Daily handover reports
- Implementation and recording of programs and activities.
- Support client participation in all activities associated with CAAPS Youth Services programs. including engagement with external services.
- Provide support to youth around daily living and healthy routines.
- Provide mentorship to youth and model positive behaviors.
- Collaboration and communication with internal and external services providers.

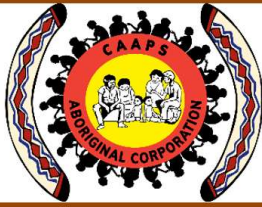
Key Selection Criteria

Skills and Attributes

- Knowledge and understanding of trauma informed care and experience of working alongside vulnerable youth.
- Energetic, sets high goals and standards and strives to achieve them.
- Good verbal and written communication, competent administrative and documentation skills.
- Dedicated and careful; high level of accuracy and attention to detail
- Demonstrated ability to work positively both as part of a multidisciplinary team and on an individual basis.
- Adhere to legislative requirements in dealing with young people
- Contribute to a safe working environment by identifying potential hazards and responding in accordance with CAAPS policies and procedures.
- Contribute to continuous improvement activities.
- Conscious of and respectful of the exposure to personal and confidential information
- Willingness to maintain a drug free life style, a drug test will be conducted upon employment and at random intervals as requested by Management at any time.
- Demonstrated ability to modify communication styles and techniques to meet client's needs
- Knowledge of social and cultural issues impacting Aboriginal and Torres Strait Islander Peoples.

Qualifications/Certificates

- Certificate IV in Youth Work or recognised qualifications in a related field.
- Current First Aid Certificate
- Current NT Driver's License (minimum C Class)
- Current Criminal History Check
- Current Ochre Card (Category E)



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Experience in the following area is highly regarded

- Extensive experience working with young people with complex needs.
- Experience in effectively delivering community service programs/activities to Aboriginal and/or Torres Strait Islander people.
- Demonstrated computer skills including MS Suite, email, data collection/input and record management skills.
- Multilingual ability an advantage

*Please provide the following **with your application**:

- Selection criteria responses
- Copies of any relevant qualifications
- Copy of current NT Driver's License (minimum C Class)
- Copy of current First Aid Certificate
- Copy of a Criminal History Check
- Copy of current Ochre Card (Category E), or evidence of application

I hereby acknowledge that I have read and understood my responsibilities outlined in this position description.

Employee Name: _____

Employee Signature: _____ **Date:** _____

Version : 1
Date created : June 2020
Review date : January 2023
Approved by : **ELIZABETH STUBBS CEO**