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GOVERNANCE AND IMPLEMENTATION

This resource should be reviewed and endorsed in accordance with the organisation's governance and document control processes prior to implementation.

[Insert Organisation's Letterhead / Header]

DUTY STATEMENT

POSITION TITLE:	Youth Worker
REMUNERATION/CONDITIONS:	In accordance with the Aboriginal Community Controlled Health Services Award
POSITION STATUS:	Full-time
DIRECTLY RESPONSIBLE TO:	Community Services Manager / Program Manager
PERFORMANCE APPRAISAL:	6 month probationary period; performance reviews every 12 months thereafter
POSITION FUNCTION:	The Youth Worker provides culturally safe, strengths-based support to Aboriginal and Torres Strait Islander young people, empowering them to overcome social, emotional, educational, and health-related challenges. The role facilitates engagement in community, cultural connection, skill development, and access to services that promote wellbeing, resilience, and positive life choices.
MINIMUM SKILLS REQUIRED:	Understanding of youth development, trauma-informed care, and Aboriginal cultural frameworks. Strong interpersonal, communication, and advocacy skills

POSITION SUMMARY

The Youth Worker supports Aboriginal and Torres Strait Islander youth by providing individual and group support, facilitating programs, and linking young people with education, training, health, cultural, and recreational services. The role works collaboratively with families, Elders, schools, and community organisations to create safe spaces and opportunities for positive youth development.

RESPONSIBILITIES

Youth Engagement and Support

- Build trusting, respectful relationships with young people aged 10-25 years
- Deliver one-on-one support and mentoring focused on wellbeing, education, employment, and life skills
- Facilitate group programs including cultural activities, leadership development, recreation, and health promotion
- Support youth in managing challenges related to mental health, family dynamics, substance use, and social exclusion
- Assist young people to access health, education, training, employment, and social services

Cultural Connection and Empowerment

- Foster cultural identity, pride, and connection through participation in cultural events, storytelling, and community gatherings
- Engage Elders and cultural mentors to support youth programs and leadership
- Encourage participation in cultural camps, ceremonies, and language programs

Crisis Intervention and Advocacy

- Provide crisis support, risk assessment, and safety planning when required
- Advocate for young people within education, health, justice, and social service systems
- Support families and carers in understanding youth needs and referral pathways

Collaboration and Partnership

- Work closely with families, schools, SEWB teams, health services, and community organisations
- Participate in case planning, interagency meetings, and multidisciplinary team meetings
- Establish and maintain partnerships with youth networks and regional support services

Program Development and Administration

- Assist in the development, delivery, and evaluation of youth programs and activities

- Maintain accurate and confidential case notes, attendance records, and reporting documentation
- Contribute to service planning, community consultation, and continuous improvement initiatives

MEETINGS

- Attend team meetings.
- Attend all-staff meetings
- Attend interagency, community or case planning meetings as required
- Stakeholder and partnership meetings as required

KEY PERFORMANCE INDICATORS

Focus Area	KPI
Youth Engagement	≥80% of referred young people actively engaged in programs or support
Cultural Safety	≥90% of youth report feeling culturally safe and supported
Collaboration	Participate in ≥90% of relevant case meetings and interagency forums
Program Delivery	Deliver ≥3 youth programs or workshops per quarter
Documentation	100% of client notes and reports completed within required timeframes

PROFESSIONAL DEVELOPMENT

- Engage in ongoing cultural competency and trauma-informed practice training
- Participate in youth work networks and community forums
- Maintain current knowledge of youth issues, policies, and services
- Participate in cultural supervision and reflective team practice
- Maintain up-to-date knowledge of social policies and family support frameworks
- Attend local community and interagency meetings to strengthen networks

ESSENTIAL SKILLS AND EXPERIENCE

- Experience working with Aboriginal and Torres Strait Islander youth
- Knowledge of youth development, trauma, mental health, and community safety
- Strong communication, mentoring, and group facilitation skills
- Ability to work collaboratively with families, Elders, and service providers
- Commitment to culturally safe and empowering youth engagement
- Strong interpersonal, problem-solving, and advocacy skills
- Cultural humility and commitment to self-determined, Aboriginal-led service delivery

MANDATORY REQUIRMENTS

- Certificate IV or higher in Community Services, Social Work, Youth Work, or related field (or working toward)
 - Aboriginality is highly desirable (as per Section 14 of the Anti-Discrimination Act 1977)
 - Youth Mental Health First Aid (or willing to obtain)
 - Current CPR Certificate
 - National Police Check
 - Working With Children Check
 - Current Driver's Licence
 - Compliance with all organisational policies and procedures
 - Adhere to confidentiality and privacy requirements in line with the Health Records and Information Privacy Act 2002 (NSW) and other relevant legislation.
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SIGNATURE & ACKNOWLEDGEMENT

I agree to abide by the standards and policies and have read and understood the job description and agree to comply with same.

Employee Signature: _____

Date: _____

Manager Signature: _____

Date: _____