

POSITION DESCRIPTION

POSITION TITLE: RESIDENTIAL YOUTH WORKER – OUT OF HOME CARE
EMPLOYMENT TYPE: Casual
WORK LOCATION: Victoria

ABOUT TRANSITIONS

Transitions Community Care Solutions is one of Victoria's Leading Providers of Agency Staff, in Child, Youth & Disability Support Services. We engage high quality staff and support to ensure the clients well-being remains at the centre of service at all times.

Our specialist High Support Team provides therapeutic based care to children and adolescents residing in out-of-home care, and adults and children with an intellectual and/or physical disability who reside in Community Residential Units or in the wider community.

Our Vision A Community Where All People Can Participate To Reach Their Full Potential.

Our Mission To Provide a Quality, Flexible Service That Enables People to Reach Their Full Potential of Self Reliance and Independence.

Our Values

- ✔ Integrity
- ✔ Respect
- ✔ Dignity
- ✔ Accountability
- ✔ Inclusiveness

We believe that:

- ✔ Recognising and building upon people's strengths is the most effective way to achieve change.
- ✔ The best outcomes will be achieved by the active participation of all key stakeholders.
- ✔ Continuous improvement will be achieved by encouraging feedback, creativity and diversity.
- ✔ A person's life, opportunities and choices are affected by structural factors in society.

ABOUT OUR CLIENTS

Our clients, which are Community Service Organisation's (CSO's), are located throughout Metro Melbourne and Regional Victoria. They provide accommodation and support for children and young people who can no longer live with their families.

Transitions and our staff assist our clients by filling emergency shift vacancies, vacant roster lines and/or ongoing placements in:

- ✔ Youth Residential Care/Out of Home Care
- ✔ 1 on 1 Support with TCP Clients
- ✔ Contingencies
- ✔ Lead Tenant Support and Home Based Care Support
- ✔ Transportation and Supervised Access
- ✔ Respite/Client Engagements

POSITION PURPOSE

The Residential Youth Worker will work collaboratively in a team environment to provide a high standard of therapeutic care to children and young people residing in Out of Home Care. People working in Out of Home Care play an important and crucial role in caring for these children and young people.

KEY RESPONSIBILITIES (include but are not limited to)

Work within the principles of the Children, Youth and Families Act 2005 including the best interests of children.

Provide care, supervision, nurturance, stability and safety to a group of children living in out of home care for a range of protective reasons, and who require intensive input and specialized management, in order to assist with their positive physical, intellectual, emotional and pro-social development, including the seven life areas of Looking After Children (LAC).

Ensure the integrity of the structured model and the provision of high quality care to the children, whilst being actively involved with the clients in essential daily routines such as: preparation of nutritional meals and other domestic duties; taking clients to school and other appointments; undertake a range of responsibilities related to each client's individual plan and the program for the client group; involvement in recreational activities; undertaking other relevant responsibilities as require.

Work as part of the rostered care team in a suburban community setting, operating professionally and in an emotionally robust manner while undertaking daily work duties, demonstrating a willingness to share information and to work transparently, respectfully and co-operatively with colleagues, being receptive to the ideas of and supporting others; working actively in the spirit of continuous improvement.

Participate actively in gathering Looking After Children (LAC) information for the children in your care to ensure the meaningful tracking and recording of milestones in the life of each child across the seven dimensions of care, ensuring appropriate and timely documentation and taking responsibility for follow up actions; undertake the role of key worker with clients when required.

Manage challenging behaviours in a calm and consistent manner, within the context of understanding that these reflect the impact of abuse, neglect and trauma; effectively communicate with and motivate the children including when they have special needs and / or are involved in non-compliant and challenging behaviour; encouragement and reinforcement of positive social and behavioural changes for clients

Follow through with Best Interests Plan decisions for clients and work co-operatively with the client's case manager and other professionals in the best interests of the client.

Communicate effectively in a range of ways: with children, their families, peers, managers and a range of professionals; provide feedback and evaluation in regards to client plans and progress; advocate for children; involve clients in decision making when possible / appropriate; contribute positively and actively in shift handovers and a range of other meetings.

Apply effective negotiation and conflict resolution strategies to achieve positive outcomes.

Participate actively as a professional including: have integrity; model appropriate behaviour; report promptly any unprofessional conduct in the workplace; contribute positively to supervision; be open to professional reflection and

challenge and to new ways of working including moving towards more therapeutically oriented residential care; be open to professional development; undertake professional training; comply with relevant policy and procedures.

Work actively and respectfully as the member of a professional team including: in team meetings, professional discussions and secondary consultations; participate in professional reflection and continuous improvement within the team; actively demonstrate respect for the knowledge, skills and different working styles of others; have the flexibility to work in a manner which is complementary to other team members.

Demonstrate skills in working effectively with managers including: the first line supervisor and other managers; on-call managers; manage up relevant issues appropriately and in a timely way; be open to working side by side with the supervisor and to live supervision; follow direction when required.

Have an ability to work sensitively with clients from diverse backgrounds, including: Aboriginal and Torres Strait Islanders; a variety of ethnic origins; children from refugee backgrounds; show a willingness to incorporate clients' person histories in fulfilling ways in the lives of clients and in line with their Best Interests plans.

KEY DUTIES (include but are not limited to)

- ✔ Supervising and supporting young people placed within the residential units.
- ✔ Ensuring that the safety and protection of the young people in the residential units are upheld.
- ✔ Conducting the daily domestic duties required whilst caring for young people to ensure that the unit is regularly and consistently cleaned and maintained in a tidy manner.
- ✔ Transporting and supporting young people in various activities or appointments that are important to their development and growth.
- ✔ Attending to young people's hygiene, health, nutrition and daily living needs
- ✔ Engaging young people in activities that are of both a social and learning opportunity to advance their skills.
- ✔ Follow the unit policies and procedures, and management plans in place for the young people.
- ✔ Other duties given by unit team leader and/or permanent staff

SPECIFIC POSITION REQUIREMENTS

Experience

- ✔ Minimum 6 months paid experience working in Child, Youth and Family sector, in Out of Home Care.
- ✔ Experience and demonstrated ability to work with young people who have experienced past trauma and abuse which may manifest in behavioural difficulties.

Mandatory Qualification

- ✔ A Certificate IV in Child, Youth and Family Intervention (Residential and Out of Home Care) and the Mandatory Units of Competency (Top Up Skills Course); **OR**
- ✔ A Recognised Relevant Qualification, plus the Mandatory Units of Competency (Top Up Skills Course)

The Mandatory Units of Competency (Top Up Skills Course) consists of the following units:

- CHCMHS007 – Work effectively in trauma informed care
- CHCPRT010 – Work with children and young people with complex trauma and attachment issues and needs
- CHCPRT009 – Provide primary residential care
- CHCCS009 – Facilitate responsible behaviour

Mandatory Documents

- ✔ Current Victorian Driver's Licence
- ✔ Current HLTAID003 First Aid Certificate and HLTAID001 Provide CPR Certificate
- ✔ Current Fire Safety Certificate

Safety Screening Requirements

Transitions Community Care Solutions is committed to selecting people able to provide quality services and a safe working environment to our clients. Accordingly, we have rigorous employment **safety screening** requirements for all new staff, which means;

- 1) All competitive applicants must provide or obtain a current National Police Check.
- 2) Where a competitive applicant has resided in an overseas country for 12 months or more in the last 10 years, they must provide or obtain an International Police Check.
- 3) For this position, a competitive applicant must provide a Working with Children Card before they are able to commence employment; also being eligible for registration as an Out of Home Carer under Section 74 of the *Children Youth and Families Act 2005*.

STANDARD POSITION REQUIREMENTS

All employees must conduct their duties in accordance with TCCS Vision and Mission Statements and contribute to the Goals of TCCS.

All employees must comply with TCCS conditions of employment, specifically the Code of Conduct, Dress Code, Confidentiality Agreements, Bullying and Harassment and other generally applicable policies and procedures; and adhere to the legislative requirements of the role, including but not limited to the OHS&W Act, Equal Opportunity Act and Anti-Discrimination Act.

All employees must actively participate in performance reviews, performance development or performance improvement and mandatory training as required over time to meet specific requirements on occasion and be willing to attend approved training and development programs.

OCCUPATIONAL HEALTH, SAFETY AND WELFARE

All employees must take reasonable care to:

- ✔ Take all necessary actions to protect their own health and safety and the safety of others while at work.
- ✔ Use equipment provided for health and safety purposes.
- ✔ Assist in the evaluation of hazards and immediately report any accidents or near miss incidents.
- ✔ Obey any reasonable instruction an employer may give in relation to health and safety.

DIVERSITY

Transitions values diversity, is an Equal Opportunity Employer, and encourages applications from people with a disability and Indigenous Australians.

PRIVACY NOTIFICATION

Transitions require declarations and personal information relevant to your employment. The collection and handling of this information will be consistent with the requirements of the Information Privacy Act 2000.