

POSITION DESCRIPTION

Youth and Community Worker

Weave Kool Kids Program

Position title	Youth and Community Worker
Reports to	Weave Kool Kids Program Manager
Responsible for	Delivery of the Weave Kool Kids Program which provides strengths based social, developmental, recreational and early intervention programs for children and young people facing complex issues in their lives. Responsible specifically for the implementation of active after school programs for young people and in school mentoring for students attending local primary schools.
Location	Weave Kool Kids Program, Bidjigal Land 1B Prince Edward Street, Malabar NSW
Hours	4 days per week (28 hours per week), 11:00am to 6:30pm (hours may vary)
Status	Part time Term: All positions at Weave are dependant on continued funding and are subject to a 6 month probation period
Award	Social Community Home Care and Disability Services Industry Award 2010 (SCHADS)
Grade	SCHADS SACS Level 2 - Level 4 range depending on qualifications and experience. Weave hourly rates are above the SCHADS rates. The current Weave hourly rates range for Level 2.1-2.4 to Level 4.1 are \$36.28 - \$46.77 exclusive of superannuation and annual leave loading
Benefits	Superannuation @ 11.5% and leave loading @17.5% plus generous wage packaging/salary sacrifice available

About Weave Youth & Community Services

[Weave Youth & Community Services](#) is a place-based community organisation located on unceded Gadigal and Bidjigal Land in Sydney, that has been delivering a range of programs, supports and services developed with and for the community for 48 years.

Weave's purpose is to empower people to change their lives, and healing and connection is at the centre of our work.

Our work at every level is guided by our [Aboriginal Healing Framework](#).

Summary of Position:

Youth and Community Workers are supported by the [Weave Kool Kids Program](#) Manager to design and implement strengths-based, culturally responsive, trauma-informed, activities-based programs, after school and during the school holidays with a strong focus on building resilience and creating opportunities for young people. Programs include sports and arts based activities including programs for young people transitioning into high school.

The Youth and Community Worker provides therapeutic mentoring to students in local primary schools who have been identified as benefiting from additional emotional/academic support in school. The Youth and Community Worker will also assist with the development and implementation of the Switch Leadership Program working with vulnerable young people aged 12 - 18 years providing mentoring, youth led events and advocacy, camps, leadership and skills development opportunities.

Weave Kool Kids Program Youth and Community Workers are responsible for supervising and managing the behaviour of children and young people attending Weave Kool Kids programs.

Key Responsibilities:

- Planning, implementation, evaluation and documentation of all activities as part of the Weave Kool Kids Program.
- Communicate priorities, activities and key updates clearly and regularly to the team.

- Responsible for development and growth of core programs including responsibility for activities or programs as allocated to this role as a lead team member.
- Daily administrative duties essential to the efficient delivery of the program.
- Accurately and timely record case notes, activity and program evaluations and generalist data entry as needed.
- Develop and maintain positive relationships with partner schools to identify students who would benefit from referral to the program.
- Deliver in school mentoring to children identified as needing extra support. Develop and tailor mentoring session plans to the individual needs of the child.
- Communicate closely with the Program Manager as needed for young people identified as needing additional support outside of the direct delivery of program activities.
- Refer young people to the Weave Kool Kids caseworker as needed in consultation with the Program Manager.
- Direct supervision and mentoring of children and young people while on activities in line with core values of Weave and ways of working.
- Monitor and implement a behaviour management plan as needed with children attending programs including support of students during high school transition period.
- School holiday programs and camps require earlier starts and sleep over flexibility.
- Report and complete incident reports as required in consultation with the Program Manager.
- Build and maintain positive relationships with families and other support services.
- Prepare for daily activities including food preparation, activity organisation, coordination and transport logistics.
- Monitor all program vehicles and provide support as needed to ensure that the program bus is operational, clean and full of fuel.

Skills and Attributes for the role:

- Excellent written and verbal communication skills
- Good computer skills
- Must have a natural ability to engage with children and young people and have lots of energy
- Proven ability to work as part of a small team

Selection Criteria:

1. Qualifications in Youth Work, Community Services, Social Work or other relevant discipline, or minimum 12 months experience in children's or youth work and or community work.
2. Understanding of trauma-informed Approach.
3. Experience in planning, developing and documenting projects.
4. Awareness of, and sensitivity to the experiences of Aboriginal and Torres Strait Islander peoples impacted by the ongoing oppressive legacies of colonisation.
5. Understanding of the importance of cultural safety for Aboriginal and Torres Strait Islander peoples and the strengths of Aboriginal and Torres Strait Islander peoples.
6. Well-developed understanding of social justice issues and ability to respond creatively to issues arising in the community.
7. A good sense of humour.
8. Must be available to go on 3-day camps during school holidays.
9. Must have a current NSW Working With Children Check.
9. National Police Check.
10. Hold a current NSW Class C driver's licence (minimum Green Provisional) and be willing to drive a 12 seater vehicle.

Desirable Criteria:

- Casework experience
- Experience in running sport and recreation programs
- Experience in creative arts
- First Aid Cert & CPR