

Position: Team Leader, West

NPYWC Program: Youth Team

Employment Details: Permanent, Full Time

Location: Lands Based (Western Australia) with regular travel to Alice Springs

Base Salary: \$82,209 – \$88,790 per annum (negotiable based on experience) with additional benefits

Our Purpose:

To support all Anangu, especially women and children, to have a good life, guided by culture and sound governance, through the collective agency of women.

Our Values:

We are an Anangu-led organisation. We believe in the strength of our people, our culture, and the collective agency of women. We are continually guided by our values, to deliver on our purpose and ensure we deliver for and to our community, more and better choices; a good life for all Anangu.

Your Team:

The NPY Women's Council Youth Service works with children and young people aged 10-25 and their families. Our service model consists of the following: case management, leadership and education, youth diversion and recreation as well as advocacy and collaboration.

The main activities of the NPYWC Youth Program are to:

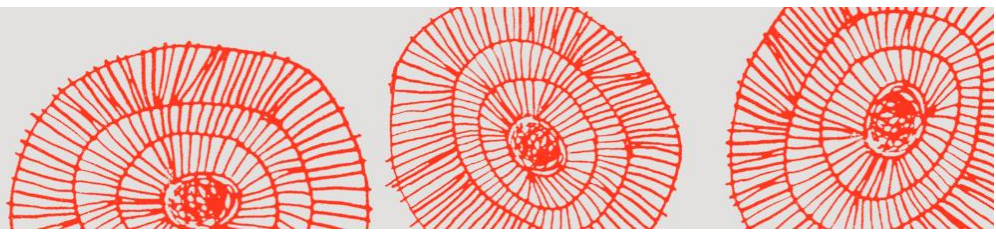
- Work with young people and their communities to provide enjoyable, educational recreation activities.
- Provide case management support to young people and their families using a family orientated client centred framework.
- Advocate for better resourcing and support where there are gaps in services and programs for young people, advocate for social change.
- Develop specialised projects to meet the needs of young people across the NPY region.
- Develop local staff to deliver the programs.

Your Role:

The Team Leader is responsible for assisting the Program Manager and Assistant Manager in leading Youth Program staff to work with Anangu communities in developing, implementing and reviewing programs and strategies to address the recreational, social and emotional needs of youth on communities.

Your Responsibilities:

- Provide effective and efficient coordination of youth programs including advocacy, case management, education, recreation and related social services.
- Ensure Youth Development Officers, Anangu Support Workers and Project Officers are provided with the support, supervision and development they require to be effective in their roles.



- Provide leadership to the Youth Program that promotes dedication and accountability to our members, through a commitment to the NPYWC guiding principles.
- Provide Guidance and support to special projects in the team such as KP, School holiday program, Boarding school and young women's law and culture.
- Participate as a senior member of the team regarding team development: planning, gap analysis and program design, development and implementation, budget management, advocacy, funding submission and reporting.
- Be responsible for submitting funding performance reports, ensuring accurate data collection from your team, contribute to other reports such as for Directors Meetings, AGM's, conferences, external bodies etc. as required.
- Identify service gaps and where appropriate, advocate internally and externally for a response to address these service gaps.
- Assist the Program Manager and Assistant Manager to manage multiple budgets that cross over with other operational services delivered by the team.
- Facilitate and review annual community action plans for each community where you have oversight of the full time youth program.

Skills and Experience:

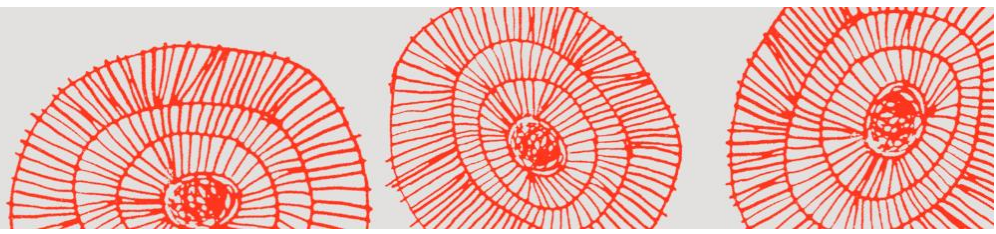
- Demonstrated experience, knowledge and commitment of supervising and / or mentoring of staff, ideally with youth.
- Understanding of vicarious trauma and worker self-care.
- Experience in working within a community development framework.
- Demonstrated ability to develop good working relationships across a range of sectors and in a variety of settings.
- An understanding of the issues that affect Aboriginal people in remote communities.
- Ability to work in a cross-cultural environment with clients, members, and staff from various backgrounds, including working in partnership with Anangu and taking direction from Anangu Management.
- Good written and verbal communication skills across diverse groups, from Anangu communities, staff and management to government and other non-government agencies.
- Ability to work co-operatively in a team and also with minimal supervision including being able to plan and use time effectively.
- Willingness to travel to remote communities for extended periods of time.
- Experience in the development and implementation of projects and policy.

Qualifications:

- Qualifications and / or extensive experience in social work, youth work, casework, community development or related human services including supervision and support of staff.

Remuneration:

- Base Salary: \$82,209.81 – \$88,790.34 per year
- 9.5% Superannuation
- Generous Leave Entitlements
- Salary Packaging Benefits
- Retention Bonus



Employment Conditions:

- Work in a manner consistent with NPY Women's Council Values, Code of Conduct, Rules and advocacy positions.
- Follow and work within NPY Women's Council policies and procedures.
- Be responsible and accountable for your own and others health, safety and wellbeing.
- If applicable, the employee will provide the highest standards of service to clients at all levels by modelling service excellence that meets the needs of clients and enhances the profile of NPY Women's Council.
- Some positions will require working in remote communities for extended periods and out of hours' work requiring overnight absences.
- Remote positions include accommodation. Usually this is stand-alone accommodation, however from time to time, based on accommodation and service delivery demands, this situation may change and staff may be required to co-share a NPYWC leased or owned property.
- Every employee is required to have (or willing to obtain) a current and valid criminal history check, and if applicable, a Working with Children Check.
- We require all staff to have a current Australian manual driver's licence.
- A current First Aid certificate or a willingness to undertake training.
- Experience in operating a manual 4WD vehicle or a willingness to undertake training.
- A good level of health and fitness that matches the requirements of the role. If so required by NPY Women's Council you may be required to undergo a pre-employment medical assessment.

We are committed to building a respectful and inclusive workplace, appointing the best person for the role and supporting diversity.

All information will be held in the strictest of confidence.

To find out more about this position, please contact Brett Toll, Youth Team Assistant Manager on 08 8958 2370 visit <https://www.npywc.org.au/jobs/> for more information about the role and what it's like to work for us.

APPROVED COPY

Signed



Date: December 2020

PROGRAM MANAGER

ACKNOWLEDGEMENT FOR RECEIPT OF POSITION DESCRIPTION

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Employee Name (Please Print)

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Employee Signature

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Date