

**Position:** Youth Development Officer

**NPYWC Program:** Youth

**Employment Details:** Permanent, Full Time, 38 hours per week (Tuesday to Saturday)

**Location:** Remotely - NPY Lands

**Base Salary:** \$86,937.53 - \$98,361.83 p.a. (negotiable based on experience) plus superannuation and additional benefits.

## What we do:

We are an Anangu-led organisation, governed by women's law, authority and culture. We deliver health, social and cultural services for all Anangu.

## Our Values:

We believe in the strength of Anangu people, culture, and the collective agency of women. We are dedicated to delivering more and better choices for our communities. We are committed to Malparara way – a cross cultural practice framework specific to NPYWC that respects the contribution Anangu and non-Indigenous people, working alongside each other, bring to the organisation

We are a trauma-informed organisation and this guides our work.

## Your Team:

The NPY Women's Council (NPYWC) Youth Program 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:

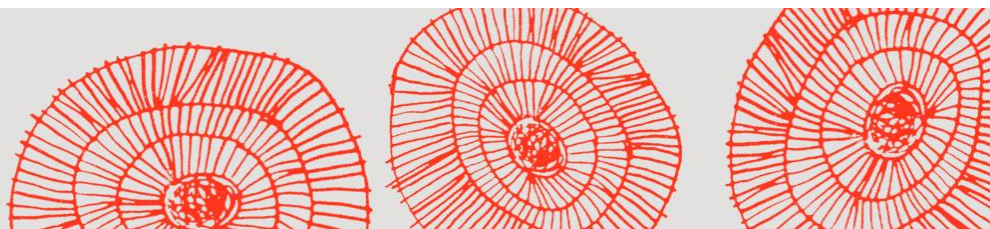
- Work with young people and their communities to provide enjoyable, educational recreation activities
- Provide case management support to young people and their families using a family orientated client centred framework
- Advocate for better resourcing and support where there are gaps in services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

## Your Role:

The Youth Development Officer will support the overall youth program in remote Aboriginal communities, with the assistance of the Anangu Support Workers.

Along with running activities for children and young people; the Youth Development Officer will provide case management, support young people who are at risk and inspire them to achieve their goals.

In addition, these activities will be monitored, evaluated and supported through a range of data collection processes and an action research framework to assess progress and inform change.



## Your Responsibilities:

- As part of our service model, deliver four recreational / diversionary activities and one educational session per week.
- Deliver a School Holiday Program in your community throughout the year (not required for a period of 2 weeks at Christmas and New Year).
- Provide case management support for young people in the region as per the NPYWC guidelines and Youth Program case management practices.
- Provide a minimum of 1 case management interaction weekly per client.
- Assist the Team Leader with organising 1 community action plan per year for your community.
- Assist and work with communities to identify the needs of young people and develop plans and strategies that address the recreational, social and emotional needs of young people in remote communities.
- Assist with the support and development of Anangu Support Workers by:
  - Working together in a weekly planning meeting to plan activities for the week.
  - Providing day to day on the job support to increase Anangu capacity and involvement in delivering activities and case management.
- Support the work of special project officers within the team to address social and emotional well-being of young people.
- Provide the Youth Management team with feedback on the monitoring of services and programs, and advocacy needs for young people.
- Maintain partnerships and networks with services and programs (e.g. local school, clinic, police, mental health services, and other services) and work together to address the needs of young people.
- Support the empowerment of young people and their families to speak at forums, events or meetings about issues that affect children and young people.
- Maintain program equipment and program assets to an acceptable standard.
- Prepare relevant reports; collect data for Communicare Database as required by the funding body within the specified time frame, as per the Service Agreement(s).

## Skills and Experience:

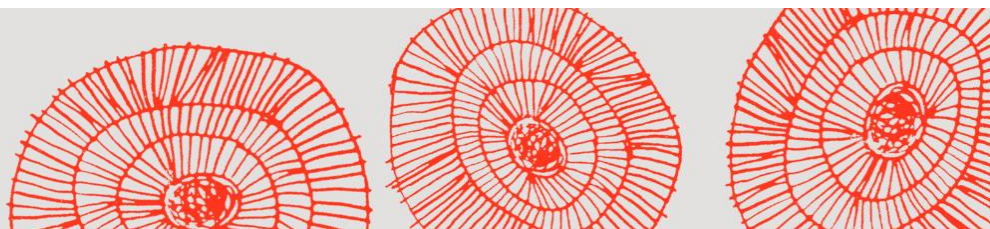
- Good written and verbal communication skills.
- Ability to work co-operatively as part of a team.
- Ability to work with minimal supervision including being able to plan and use time effectively.
- Good computer skills for the purpose of documenting, reporting, etc.
- Demonstrated ability to develop good working relationships across a range of sectors and in a variety of settings.

## Qualifications:

Relevant qualifications in areas such as Sports & Recreation, Youth Work, Social Work, Human Services or Community Development and/or previous experience in case management and youth work or a related area.

## Remuneration:

- Base Salary: \$86,937.53 - \$98,361.83 per year



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| <ul style="list-style-type: none"> <li>▪ Have demonstrated experience working with children and young people.</li> <li>▪ Case management experience / skills (desirable)</li> <li>▪ Experience as a remote Youth Worker (desirable).</li> </ul> | <ul style="list-style-type: none"> <li>▪ 11.5% superannuation</li> <li>▪ Generous Leave Entitlements</li> <li>▪ Salary Packaging Benefits</li> <li>▪ Retention Bonus</li> </ul> |
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## Employment Conditions:

- Work in a manner consistent with NPYWC Values, Code of Conduct, Rules and advocacy positions.
- Follow and work within NPYWC 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 NPYWC.
- 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 some remote based and travelling staff to have a current Australian driver's licence.
- We require some remote based and travelling staff to be able to operate a manual 4WD vehicle or have a willingness to undertake training.
- All employees are required to have a First Aid certificate or have a willingness to undertake First Aid training.
- All employees are required to meet the relevant State and Territory mandatory vaccination requirements.
- A good level of health and fitness that matches the requirements of the role is required. If necessary NPYWC may require an employee 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 People & Workplace Services 08 8958 2329 or visit <http://www.npywc.org.au/recruitment/> for more information about the role and what it's like to work for us.

### ACKNOWLEDGEMENT FOR RECEIPT OF POSITION DESCRIPTION

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Employee Name (Please Print)

.....  
Employee Signature

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Date