

Position Description

Peer Facilitator – Youth Justice Programs (CMY110)

Contract	Casual
Salary	SCHADS Level 2
Award / Certified Agreement	Social, Community, Home care and Disabilities Award 2010 and CMY Enterprise Bargaining Agreement 2015-2018 or any replacement agreement.
Reports To	Multicultural Youth Worker (MYW) – Youth Justice Programs

The Centre for Multicultural Youth (CMY) is a Victorian not-for-profit organisation supporting young people from migrant and refugee backgrounds to build better lives in Australia.

Through a combination of specialist support services, training and consultancy, knowledge sharing and advocacy, CMY works to remove the barriers young people face as they make Australia their home. All CMY staff take an active role in organisational planning and quality improvement. It is a responsibility of all staff to represent CMY as a caring, professional and client-focussed organisation and promote its range of programs and services.

Program Area

CMY's **Youth Support team** provides direct assistance to young people and their families in a number of settings including schools, sport and recreation centres, youth justice precincts, TAFEs and community hubs. We use a combination of outreach, one-to-one specialist case management and group work to support and empower 'at risk' young people to overcome issues, connect to community and settle well in Australia. We offer tools, linkages and pathways that support them to overcome a range of barriers as they settle in Australia.

CMY is delivering a Soccer Inclusion program in the Youth Justice Precincts. The program has been developed in consultation with Department of Justice and Regulation (Youth Justice) stakeholders in the Malmsbury and Parkville Youth Justice precincts.

Position Summary

The Peer Facilitator will be representative of the communities they are engaging in the Youth Justice and community settings. They contribute to CMY's objectives of connecting young people with community and building life skills. They will sit within Youth Justice Programs, in line with CMY's strategic goal to build the capacity of young people to become influential in Australian society, but collaborate across program areas with other teams throughout the delivery of the project.

The Peer Facilitator will plan and deliver various activities and support connection, with the support of the Multicultural Youth Worker – to engage South Sudanese young people and others (including other African and non African community members) in the western suburbs of Melbourne in positive activities that build communication and team work skills and build connection to role models from the South Sudanese community.

Accountabilities

- Support project officer with the delivery of 2x hour sport activities and initiatives.
- Collaborate with other Peer Facilitators and staff in the follow up of young people after release.

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- Support project officer in recruiting role models from the community.
- Provide support and encouragement to young people to help maintain engagement with CMY and the community.
- Maintain regular contact with the MYW and participate in all trainings and meetings as required.
- Contribute to the development of promotional materials, program documentation, evaluations and reports as required.
- Submit timesheets and other administrative forms in a timely manner.
- Consistent with the strategic direction of CMY, carry out all other duties as directed.
- Abide by the policies and procedures of CMY and operate within the Code of Conduct.
- Perform all tasks in line with CMY values of Participation, Diversity and Human Rights.
- Consistent with the strategic directions of CMY carry out all other duties as directed.

Key Selection Criteria

1. Strong leadership skills with demonstrated experience in leading youth programs.
2. Strong links to young people, communities and/or sports clubs.
3. An understanding of issues facing migrant and refugee young people, including access to sport and recreation.
4. Experience engaging with young people from various backgrounds.
5. Strong organisational skills and an ability to work with direction.
6. Strong communication and interpersonal skills.
7. Capacity to work in a team and complete tasks efficiently.
8. Well developed written and interpersonal skills.

Additional Information

- CMY is an Equal Opportunity Employer.
- This role at times may require a capacity to work flexible hours, including a long drive to the site.
- The Peer Facilitators positions are based at CMY's Dandenong or Sunshine offices, but may require working across other sites on occasion. A driver's license or ability to catch public transport to offsite locations is desirable.
- In Accordance with Special Measures provisions of the Equal Opportunity Act, this position is specifically reserved for young men of African or South Sudanese background, given the project is aiming to engage mainly African male participants, and has significant cultural content in its delivery.
- CMY takes Child Safety seriously and short listed candidates are subject to child safety screening and assessment against child safety standards as part of our thorough recruitment process. These include but are not limited to Police Record and Working with Children Checks, and child safety focused referee checks.
- In the context of Occupational Health and safety all employees are required to carry out their duties in a manner that does not adversely affect their own health and safety and that of others by reporting all incidents and injuries as well as co-operating with any measures introduced in the workplace to improve OH & S.
- This role at times may require a capacity to work flexible hours, in particular after hours on weeknights, 4-9pm.
- A current driver's license is strongly preferred, given likelihood of some travel to locations outside the metropolitan area.

Relationship to Performance Development and Review Plan

This position description operates in conjunction with and forms part of the relevant individual Performance Development Review Plan. An initial performance review will take place three months following commencement of employment and then on an annual basis.

I have read, understood and approve the above position description:

Manager Name

Manager Signature Date / /

I have read, understood and accept the above position description:

Employee Name

Employee Signature Date / /