

POSITION TITLE:	Multicultural Youth Worker – Ucan2		
REPORTS TO:	Team Leader – Ucan2		
POSITION CLASSIFICATION:	Part time, Fixed term		
AWARD/CERTIFIED AGREEMENT	Social, Community, Home care and Disabilities Award 2010 and CMY Collective Agreement 2015-2018 or any replacement agreement.		
LOCATION:	Carlton	APPROVED BY:	Jemal Ahmet
SALARY:	SCHADS Level 4 plus: <ul style="list-style-type: none"> <li>• Access to salary packaging</li> <li>• Superannuation at 9.5%</li> <li>• Annual leave loading</li> <li>• Generous entitlements including cultural leave options and flexible work arrangements</li> </ul>	LAST UPDATED:	September 2020

### About CMY

The Centre for Multicultural Youth (CMY) is a not-for-profit organisation based in Victoria, providing specialist knowledge and support to young people from refugee and migrant backgrounds. Our vision is that young people from migrant and refugee backgrounds are connected, empowered and influential Australians. Through a combination of specialist support services, training and consultancy, knowledge sharing and advocacy, we are working to remove the barriers young people face as they make Australia their home

### About the Program Area

The **Programs and Services** area develops and delivers a range of programs and services that focus on building resilience and developing capability and capacity of multicultural youth within a strengths based, family and community focused approach. Programs and services are integrated and operate in a coordinated manner with a regional and state-wide focus.

<b>POSITION SUMMARY:</b>
The Multicultural Youth Worker - Ucan2 is responsible for the delivery of Ucan2 across multiple project sites in partnership with the program partners – Foundation House and various education providers. The role includes group facilitation, youth support and referral, and the recruitment and support of volunteers. Ucan2 has a well-established framework and session plans which guide the work of the Multicultural Youth Worker.

<b>JOB RESPONSIBILITIES:</b>
<ul style="list-style-type: none"> <li>• Facilitate groups of young people from refugee backgrounds in an education setting, focusing on the development of social connections and employment opportunities in accordance with established framework and session plans.</li> <li>• Support the engagement of young people from refugee backgrounds into appropriate community activities and relevant services through appropriate assessment, information provision and assisted referral as appropriate.</li> <li>• Establish and maintain relationships necessary for the successful delivery of the program including participation in planning and case coordination meetings.</li> </ul>

- Contribute to the recruitment and training of volunteers and provide ongoing support to volunteers to participate in the program.
- Assist to organise and deliver a school holiday activity with other program partners as required.
- Undertake written work including; documentation of program delivery, case notes, evaluations, funding reports and articles as required.
- Actively participate in the activities of the Ucan2 team and the broader CMY staff team.

#### KEY SELECTION CRITERIA:

1. Experience working with young people from refugee and migrant backgrounds and an understanding of issues affecting newly arrived young people, with an ability to identify issues of concern using a holistic and strengths-based approach.
  2. Demonstrated experience in group facilitation and engagement with young people and an understanding of positive group facilitation practices.
  3. Good intercultural communication skills with proven ability to liaise with diverse range of people including young people and volunteers.
  4. Demonstrated experience working collaboratively with external organisations and staff.
  5. Ability to work independently and use own initiative, including well-developed organisational skills, as well as work in a team environment, and a capacity to be flexible.
- Desirable:
6. Experience working with volunteers and an understanding of best practice volunteer management principles.

#### QUALIFICATIONS:

- Qualifications in a relevant discipline (i.e. youth or social work, community development, education) and/or at least two years of relevant experience.

#### ADDITIONAL INFORMATION:

- 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 Child Checks, and child safety focused referee checks;
- Applicants must have the right to work in Australia;
- CMY is an Equal Opportunity Employer;
- 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 requires a capacity to work flexible hours including evenings and occasionally on weekends; and
- A current driver's license is required as this role requires a capacity to travel to various project sites across Melbourne.

#### GENERAL REQUIREMENTS:

- Demonstrate CMY values and behaviours Participation, Diversity and Human Rights;
- Comply with the Employee Code of Conduct;
- Comply with CMY policies, procedures and regulations; and
- Consistent with the strategic directions of CMY carry out all other duties as directed.

CMY KEY OBJECTIVES AND ACTION STRATEGIES:	
• <b>My Community</b>	Young people are <i>connected, belong and contribute</i> to their families and the community.
• <b>My Journey</b>	Young people are <i>empowered to access opportunities</i> and actively shape their own futures.
• <b>My Voice</b>	Young people are <i>understood, accurately represented and influential</i> .
• <b>My CMY</b>	CMY is a strong partner and recognised leader in working with diverse young people.

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

Executive Manager .....  
Name

Executive Manager ..... Date ..... / ..... / .....

Signature

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

Employee Name .....

Employee Signature ..... Date ..... / ..... / .....