

POSITION TITLE:	Multicultural Youth Worker – Navigator		
REPORTS TO:	Program Manager		
POSITION CLASSIFICATION:	Full 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:	Dandenong	APPROVED BY:	Jemal Ahmet
SALARY:	SCHADS level 4 plus, <ul style="list-style-type: none"> • Access to salary packaging • Superannuation at 9.5% • Annual leave loading • Generous entitlements including cultural leave options and flexible work arrangements 	LAST UPDATED:	December 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 Navigator Program is a program funded by the state government which aims to support disengaged learners aged 12 to 17 years old and work with them in returning to education or training. The program works closely with families and schools and uses assertive outreach, case management and restorative practice to re-engage children back into learning pathways. The Navigator program in the South East region is a partnership between 4 organisations - CMY, TaskForce and South East Community Links provide case management and specialist services with the South East Local Learning and Employment Network (SELLEN) as the consortium leader.

POSITION SUMMARY:

This position will provide individualised support and case management services to young people aged 12-17 years of age who have disengaged from education. Services and supports will include undertaking assessments, development and implementation of re-engagement plans, family and referral and outreach work. Through the services provided, the worker will assist young people to remain in education or to reconnect back into education and training.

JOB RESPONSIBILITIES:

- Undertake assessments, develop, implement and review re-engagement plans to overcome barriers to re-engagement to education.
- Provide tailored support, case management and assertive outreach services to young people referred into the program by the Department of Education and Training (DET).
- Provide young people with referrals that link them to community, cultural and service networks to support their educational, economic, housing and health and developmental needs.
- Where appropriate, engage with the families of young people and work in the context of their family and home-life, providing support to the family as a whole to assist young people to remain engaged in education and training.

- Foster strong and positive relationships with schools and work in close collaboration with schools, Department of Education and Training, other government departments and local services to assist young people in maintaining their engagement in education and provide a continuum of support.
- Develop and maintain appropriate networks, resources and relationships with key organisations and services including education, community and cultural groups.
- Where necessary and appropriate, broker practical help and support from within and outside the program to support young people with their engagement in education, training, community and workforce participation.
- Participate in the monitoring of cases via supervision and team meetings.
- Maintain appropriate files, records and data as per program, contractual and organisational requirements.
- Attend meetings and forums as required.
- Comply with all relevant legislation.

KEY SELECTION CRITERIA:

1. An understanding of adolescent development and knowledge of the factors that can contribute to a young person's disengagement from education and learning.
2. Knowledge and experience in appropriate interventions/skills required to support young people and families from vulnerable, culturally diverse and marginalised communities and a clear understanding of case management, intensive support, crisis intervention and assertive outreach.
3. Capacity to work with a high degree of cultural competency and understanding of culturally appropriate service delivery in relation to Aboriginal young people, their families and communities, and in relation to CALD young people, their families and communities.
4. Experience working with families and ability to use a range of strategies around family issues such as family violence, family breakdown and school withdrawal.
5. Excellent written and verbal communication skills, including the capacity to liaise with a range of government and non-government stakeholders.

QUALIFICATIONS:

- Tertiary qualifications in youth, community, social work and/or education sectors

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 throughout Victoria, including overnight stays

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:	
•	My Community Young people are <i>connected, belong and contribute</i> to their families and the community.
•	My Journey Young people are <i>empowered to access opportunities</i> and actively shape their own futures.
•	My Voice Young people are <i>understood, accurately represented and influential</i> .
•	My Community Young people are <i>connected, belong and contribute</i> to their families and the community.

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 / /