

POSITION TITLE:	Youth Facilitator		
REPORTS TO:	Team Leader - Ballarat		
POSITION CLASSIFICATION:	Casual		
AWARD/CERTIFIED AGREEMENT	Social, Community, Home care and Disabilities Award 2010 and CMY Collective Agreement 2015-2018 or any replacement agreement		
LOCATION:	NHILL	APPROVED BY:	Peta Fualau
SALARY:	SCHADS Level 2: • Includes 25% loading	LAST UPDATED:	June 2022

### 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.

Since 2012, CMY's Regional Presence Programs (RPP) based in Ballarat and Gippsland have provided direct support that aims to connect services to better engage young people from diverse cultural and linguistic backgrounds living in regional areas to:

- strengthen participation of young people in work, school, family and community in their region;
- strengthen young people's sense of wellbeing and belonging;
- assist local communities to manage and develop an inclusive environment for young people from migrant and refugee backgrounds;
- support and build better service capacity in engaging and working with culturally diverse young people, their families and communities.

In February 2020, the Ballarat RPP extended to Horsham and Nhill. A Youth Facilitator is required to work specifically in the Nhill community, with support from our Ballarat-Wimmera team.

<b>POSITION SUMMARY:</b>
The Youth Facilitator role plays an important role in supporting the participation of young people from refugee and migrant backgrounds in Nhill. This role involves supporting CMY staff, volunteers and young people to organise events and co-facilitate regular social and youth leadership activities including a local Youth Advisory Group (YAG). This role also involves actively promoting CMY's work to young people and initiatives that promote social cohesion and diversity in the community.

#### ACCOUNTABILITY:

- Develop positive relationships with a range of stakeholder groups that includes; young people, schools, local government and community organisations;
- Assist with the planning and delivery of youth-led initiatives and group projects/events that actively involve young people;
- Assist the Team Leader and Multicultural Youth Worker in providing support and assistance to mainstream youth and settlement services to increase their capacity to work with newly arrived migrant and refugee young people;
- Undertake administrative tasks such as data collection and entry and event promotion;
- Provide information and referral support;
- Work flexibly and collaboratively in a small team; and
- Participate in supervision, professional development and reflective practice to develop and enhance best practice

#### KEY SELECTION CRITERIA:

1. An understanding of and sensitivity to issues affecting young people from refugee (particularly Karen) and migrant backgrounds, youth participation and community development principles;
2. Experience in assisting with co-delivering programs to young people and an understanding of positive group facilitation and training practices;
3. Experience in assisting delivering programs in partnership with other organisations with an ability to connect with a diverse range of people in communities;
4. Strong organisational, planning and administration skills, along with flexibility and adaptability to work in changing environments;
5. Well-developed written communication and computer skills.

#### QUALIFICATIONS:

- Certificate or Diploma qualifications in a relevant discipline such as social sciences, community development or education and/or work experience in the refugee or youth sector

#### 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 WH&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.
- 
- In line with CMY's COVIDSafe policy and practices, there is a requirement the successful applicant must provide evidence of receiving two doses of a TGA approved COVID-19 vaccine or exemption (if applicable), prior to commencement.
- 

#### 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 connected, belong and contribute to their families and the community.
- **My Journey**  
Young people are empowered to access opportunities and actively shape their own futures.
- **My Voice**  
Young people are understood, accurately represented and influential.
- **My CMY**  
CMY is a strong partner and recognised leader in working with diverse young people.

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

Senior / Executive .....  
Manager Name

Senior/ Executive ..... Date ..... / ..... / .....  
Manager Signature

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

Employee Name .....

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