

Role Description

Youth Worker

Inclusion and Diversity

We all have a role in making our workplace one that embraces and values diverse backgrounds, perspectives and life experiences, creating a workplace where [we all belong](#).

Reasonable adjustments may be discussed with your manager, approved and documented to support and promote human rights and diversity across the workforce.



Job Evaluation No.	18786	Content Manager No.	11/33076
Work Unit	Nominated School Early Childhood and State Schools Division		
Location	Various locations throughout the State		
Classification	AO3 General Employees (Qld Government Departments) and Other Employees Award – State 2015 38 hour week		

Your employer

The Department of Education (DoE) is committed to giving all children a great start, engaging young people in learning, creating safe and inclusive workplaces and investing in communities for a stronger Queensland. Our human rights commitment is to create a stronger, fairer Queensland by respecting, protecting and promoting human rights in everything we do. Our objectives are: A great start for all children, Every student succeeding, Building Queensland communities, Safe and capable people delivering our vision, Fair and safe workplaces and communities. Our vision is one of equity and excellence in a progressive, high performing education system that realises the potential of every student.

For more information about the department, please visit our website at www.qed.qld.gov.au

Your opportunity

As the Youth Worker you will liaise between students, school personnel, and the home parents/guardians of any students who encounter educational, social, emotional or behaviour problems.

The Youth Worker reports to the Principal or delegated officer.

Your role

Appointments in the public sector are merit-based and will be assessed by looking at what you have done previously—the knowledge, skills and experience you have built, your potential for development, and your personal qualities.

Responsibilities include:

- Be part of the professional team working with the school and the community and liaise with students, teachers, parents, guidance officers, special needs teacher, administrative officers, officers of welfare agencies and other government departments.
- Monitor the attendance policy as a means of increasing awareness of students experiencing problems and allow for intervention before such problems get out of hand.
- Forge links between the school and families of students who show persistent absence from schooling to encourage students' continuous attendance at school and to assist students determine future educational requirements.
- Identify and provide appropriate assistance to students experiencing difficulties at school and/or at home which may put them at risk of leaving school prematurely.
- Maintain spreadsheets, data bases and accurate record keeping.
- Contribute to a positive, caring and supportive school image in the community.
- Advise the Principal of students who may be at risk (at home or in the school environment).



- Home visits with student/s and their families to advise and provide strategies for a more positive educational experience.
- Developing and implementing programs dealing with social skills/assertiveness/self-esteem/etc.
- Coordinating strategies and procedures to counter cause/s of avoidance of school situation.
- Liaising between school community members such as student, fellow students, teachers, administration, parents and Guidance Officer in understanding strategies to regain more positive educational outcomes for the individual.

Other responsibilities (as required)

- Other suitable duties, consistent with the duties and responsibilities of the position as directed by the supervisor or nominated delegate.

A mandatory requirement of this role is:

- In accordance with the [Working with Children \(Risk Management and Screening\) Act 2000](#) a person is prohibited from working in regulated child-related employment unless the person holds a current Working with Children Check clearance (blue card) issued by Blue Card Services.

Competencies – How you may be assessed

[Leadership Competencies for Queensland](#) describes what highly effective, everyday leadership looks like in the public sector. In simple, action-oriented language, it provides a common understanding of the foundations for success across all of our roles within the department.

Vision:

- Leads strategically – thinks critically and acts on the broader purpose of the system.
- Stimulates ideas and innovation – gathers insights and embraces new ideas and innovation to inform future practice.
- Leads change in complex environments – embraces change and leads with focus and optimism in an environment of complexity and ambiguity.
- Makes insightful decisions – makes considered, ethical and courageous decisions based on insight into the broader context.

Results:

- Develops and mobilises talent – strengthens and mobilises the unique talents and capabilities of the workforce
- Builds enduring relationships – builds and sustains relationships to enable the collaborative delivery of customer-focused outcomes.
- Inspires others – inspires others by driving clarity, engagement and a sense of purpose.
- Drives accountability and outcomes – demonstrates accountability for the execution and quality of results through professionalism persistence and transparency.

Accountability:

- Fosters healthy and inclusive workplaces – fosters an inclusive workplace where health, safety and wellbeing is promoted and prioritised.
- Pursues continuous growth – pursues opportunities for growth through agile learning and development of self-awareness.
- Demonstrates sound governance – maintains a high standard of practice through governance and risk management.

Additional information

- This role description works in conjunction with the Candidate Information Package.