



GUNDITJMARA ABORIGINAL COOPERATIVE LIMITED

Position Description

Position Title: Koori Youth Justice Worker - Identified

Location: 135 Kepler Street, Warrnambool

Award / Classification: Level 3, Social, Community, Home Care and Disability Services

Reports To: Team Leader, Child, Youth and Family Services

Hours of Work: Full-time, subject to funding

This is an Indigenous Identified role only open to Aboriginal and Torres Strait Islander peoples. The filling of this position is intended to constitute a special measure under section 8(1) of the Racial Discrimination Act 1975 (Cth), and s12 of the Equal Opportunity Act 2010 (Vic).

Historical background

The Gunditjmara Nation starts at the South Australian border then goes to the foothills of the Grampians, to Pirron Yallock and Gellibrand; this covers the coastlines within these areas. There are many tribes within the Gunditjmara Nation; each tribe had their own identity, which was knowing where their boundary lines were on country. These were often recognised by creeks, rivers and small hills.

Gunditjmara people established permanent settlements thousands of years ago, revealing a deep, enduring connection to the land. The Gunditjmara people used the land's natural topography and features to establish permanent settlements and villages along the lava flow near creeks and lakes.

Gunditjmara people gathered food including eels from the rivers and shellfish from the ocean. Places such as Lake Condah, Tower Hill, Budj Bim, Deen Maar and the Framlingham Mission areas all significant cultural sites for Gunditjmara people that tell the story of our ancestor's way of life, culture and history.

Organisational background

Incorporated in 1982, Gunditjmara Aboriginal Cooperative is an Aboriginal Community Controlled Health Organisation (ACCHO) that provides a range of holistic community health and social support programs, principally to the Aboriginal community and other residents in Warrnambool and outlying areas. We work in close partnership with local government and other health service providers including other Aboriginal Community Controlled Organisations

in the Western District of Victoria, liaising regularly on the provision of primary health service and community services.

Overview of the position

The Aboriginal Youth Justice program is a key initiative of the Victorian Aboriginal Justice Agreement. The program was first implemented in 1992 in response to the finding of the Royal Commission into Aboriginal Deaths in Custody (1991) and the over representation of Aboriginal young people at risk of entering or re-entering the youth justice and criminal justice systems. The program has expanded over time to its present day structure.

The position seeks to reduce the numbers of young Aboriginal people in South West Victoria coming into contact with the criminal justice system as a result of criminal activities. The target group consists of young Aboriginal males and females aged 10 to 20 years who are subject to Children's Court Youth Justice orders, adult Court Youth Justice orders or children who are, or may be, at risk of entering the criminal justice system.

This program aims to ensure culturally responsive quality service delivery to young Aboriginal people who are at risk of offending or have offended and are at risk of further offending. The program aims to meet the needs of young Aboriginal people, and will include holistic approaches, sound assessment, engagement of Aboriginal community supports, facilitation of linkage and unification/reunification to family and Aboriginal community, in order to minimise risk and reduce offending.

The community based Aboriginal Youth Justice program provides support for individual young Aboriginal people and their families as well as the development and delivery of group programs and activities. The worker will support a mix of statutory and voluntary clients.

Mentoring and role modelling positive behaviour to young people is an important part of the role. The Youth engagement aspect of this role enables the worker to work across a range of GAC programs to encourage early learning, healthy lifestyles and engagement in education and work readiness activities and programs.

Key Responsibilities

- Provide strengths based, culturally safe case management supports and support young people with self-determination and identifying their individual supports / goals
- Mentoring and role modelling positive behaviour to young people, and encouraging early learning, healthy lifestyles and engagement in education and work readiness activities and programs
- In collaboration with Aboriginal youth, schools and other services, drive and lead the design, implementation and coordination of innovative programs and interventions
- The development and delivery of group programs and activities
- Identify and engage young Aboriginal people who are at risk of entering the justice system with cultural support and connection to community
- Support young Aboriginal people on statutory orders to fulfil the requirements of the order, which may include attending court and police appointments and other order requirements
- Promote improved relationships between justice related service provider agencies and local communities
- Develop relationships with local Youth Justice workers as well as Aboriginal Liaison Officers working in Parkville and Malmsbury
- Maintain confidentiality at all times and professionalism in line with GAC's Code of Ethics and Professional Conduct and confidentiality policies

- Ensure culturally appropriate immediate needs assessment is undertaken using the Strong Souls tool
- Assist our community to integrate culturally appropriate practices that promote strength and resilience in today's society

Referrals

- Provide information, referral and advocacy for young people and their families
- Identify and develop programs and support services for these young people
- Maintain awareness of resources and services available to participants and their families

Administration

- Maintain accurate and up to date client files and provide reports on clients in a professional manner in accordance with program standards/ guidelines and keeping to data submission deadlines
- Meet contractual case management tasks and reporting requirements to Corrections & DHHS
- Ensure that case records are kept in accordance with the recording and data requirements of both GAC and the funding body
- Ensure that youth activities are planned and incorporate risk assessments
- Write reports and assessments adhering to best practice and professional standards
- Ensure all required performance reports are completed within the allocated timeframes of funding bodies.
- Participate in ongoing supervision with the Team Leader, Child, Youth and Family Services, and professional development as negotiated with the Manager, Child, Youth and Family Services, including attending relevant training and information sessions
- Work as part of a multidisciplinary team, sharing skills and knowledge
- Contribute to program review and evaluation

Other duties

- Participate in a six monthly (post-employment) and then annual performance reviews with the Team Leader, Child, Youth and Family Services, and develop a work plan for the next twelve months period
- Participate in and attend Gunditjmara organizational meetings as directed by the Manager, Child, Youth and Family Services
- Be accountable for the effective and efficient achievement of the key responsibilities of the position.
- Be familiar with and abide by the Gunditjmara policies and procedures including Occupational Health and Safety, the Code of Conduct and Child Safety policy
- Participate in the Continuous Quality Improvement and Risk Management programmes, and promote compliance with legislation and Gunditjmara policies
- Participate in Gunditjmara Aboriginal cultural awareness training
- Assist with and support internal and external audit processes
- Contribute to monthly newsletter as required
- Provide regular reports on the activities and outcomes of work undertaken, including internal reporting requirements.
- Undertake professional development to increase skills and knowledge

- Other relevant duties within the scope of this role, as directed by the Manager, Child, Youth and Family Services

Essential skills, knowledge, qualifications and experience

- Demonstrated understanding and commitment to Aboriginal health, Aboriginal culture, and the philosophy and practice of Aboriginal Community Control
- Possession of a minimum diploma level qualification, appropriate to the responsibilities of the position
- Proven capacity to maintain a high level of confidentiality in management of information and dealing with sensitive issues and documents
- Outstanding interpersonal skills and emotional intelligence
- High level written and verbal communication skills including submission and report writing skills, negotiation and conflict resolution skills
- Conducting risk assessments of youth activities
- Knowledge of Aboriginal social and cultural history, and the impacts of social determinants on health outcomes for Aboriginal clients

Child safety

Gunditjmara is a Child Safe Organisation and is committed to the safety of children and protecting children from abuse. Pre-employment checks include:

- undergo and attain a satisfactory police check
- be in possession of a current Victorian Working With Children Check card
- be able to attain two satisfactory employment references that attest to your suitability to work with Aboriginal and non-Aboriginal children

Other position related information

- A current Victorian Drivers Licence is required

Guidelines for Submitting Applications

Application deadline is Sunday 27 September. Specific queries about the role should be directed to Skye Munro, Manager, Child, Youth and Family Services on 0439 141 070. Queries and applications to Elizabeth Pinson, People and Wellbeing Officer on 0467 777 396. Applications must include your **resume, 2 references, a covering letter and how you meet the knowledge, skills and aptitude required of the position** (see above).