

## Position Description

<b>Position title:</b>	Child and Youth Support Worker	<b>Reports to:</b>	In House Practitioner
<b>Program / Department:</b>	Care Pathways	<b>Primary work location/s:</b>	Limestone Coast
<b>Direct reports:</b>	Nil	<b>Key stakeholders:</b>	Department of Child Protection
<b>Award:</b>	SCHADS	<b>Classification:</b>	Level 2

## Who we are

Baptist Care SA provides out of home care, disability care, youth education and employment, homelessness, and therapeutic support services. Established in 1913 we have a dedicated staff and volunteers who work tirelessly to help South Australians achieve their full potential. Baptist Care SA is committed to working with the State's most disadvantaged, championing local issues and connecting with people to provide transition pathways from adversity to opportunity.

## Our values

<b>Integrity</b>  Ensuring personal and corporate transparency and the highest ethical standards.	<b>Compassion</b>  Treating people and communities with empathy, dignity and fairness.	<b>Empowerment</b>  Releasing individual strengths that promote personal and community transformation.	<b>Innovation</b>  Fostering a culture of continuous improvement, staff engagement and improved client outcomes.
---	--	--	--

## About the role

The Care Pathways services and programs provide 24/7 residential accommodation, care and services to children and young people who are under the guardianship of the CEO, Department of Child Protection or who arrive in Australia without a legal guardian. The young people have experienced trauma, and many have physical and /or intellectual disabilities and developmental delays, requiring therapeutic support and ongoing care to lead a happy, healthy life. Care Pathways staff work to achieve results to enable children and young people to thrive, using methods and practices to establish and support the environment to be inclusive, caring, developmental and healing.

The Child and Youth Support Worker is a key member of a collaborative team of professionals who are responsible for providing 24/7, care and protection of children and young people who are under the Guardianship of the Chief Executive and living in short and long term residential care. The team around the child provides trauma informed, person-centred care within a strengths-based and restorative framework.

In partnership with other Baptist Care SA professionals, the Department of Child Protection (DCP), and other key stakeholders, Child and Youth Support Workers play an integral role of raising children and young people who are unable to live with family or in family-based care.

## Role responsibilities

### Practice Approach

- Apply a person-centred approach that leads to deep connections with children (i.e., play, nurture, and curiosity-based relationships) and young people (i.e., understanding the needs of teenagers and promoting skills that support transitions into adulthood).
- Effectively provide care and protection with an understanding of all areas of each child and young person's individual development needs, i.e., psychological, physical, emotional, cultural, spiritual, educational, social, medical and gender identity.
- Understand the developmental and long-term impacts that trauma, abuse, and neglect have on brain development, mental health, relationships and engaging with the wider world.
- Respond to crisis with a therapeutic and restorative approach, understanding the patterns of harm that result from trauma, abuse, and neglect.
- Support children and young people with NDIS plans to engage in services and ensure household care approach is guided by their Positive Behaviour Support Plan.
- Establish trust and walk alongside children and young people, supporting them to express their concerns and wishes and enable them to find their own solutions.
- Support children and young people to establish and remain connected to education and community and to maintain positive relationships with key people within their family and social networks.
- Together with the team, develop and maintain routines, rituals and traditions that celebrate childhood and support children and young people to have a sense of security and belonging as a valued member with their household.
- Role model, scaffold and support independent living skills to equip young people to transition into adulthood with confidence in cooking, maintaining a home, budgeting, self-care, accessing transportation and connecting to key services.

### Home Environment

- Create an atmosphere of 'home' that celebrates the uniqueness of each household member, fosters childhood, embraces fun, promotes belonging and emphasises family.
- Support children and young people toward ownership of their space, caring for their belongings and bedroom, carrying out developmentally appropriate daily chores and feeling safe to be an active participant in household conversations and activities.
- Ensure that household tasks are carried out and role modelled to provide clean, tidy, safe and efficient running of the home for children and young people. This includes but is not limited to cleaning and tidying the home, grounds and vehicle, laundering children's clothing, preparing, and providing meals etc.
- Actively participate in practices and processes relating to licencing.
- Evidence of awareness and application of safety precautions (including the wearing of duress watches and PPE as directed by Baptist Care SA).

- Evidence that children and young people's confidentiality is maintained and that all appropriate information management processes are applied.
- Ensure application of mandatory reporting procedures and duty of care processes are upheld.

### Community of Care

- Work within a household care team to develop and review each child and young person's Client Journey that clearly records goals and outcomes.
- Diligently complete all shift related tasks in addition to any that would benefit the household for the week ahead.
- Genuinely participate with Baptist Care SA professionals, DCP and external stakeholders to form a community approach in supporting each child and young person to reach positive life outcomes.
- Actively engage in continuous quality improvement processes by providing and receiving feedback, embracing change, and reflecting upon, expanding, and adapting own professional practice.
- Actively participate in team communications, meetings and regular individual and group supervision opportunities as directed, in addition to rostered shifts.

### Administration

- Confidently engage with relevant software programs (i.e., Alayacare, Outlook, TEAMS, etc.) to ensure administrative and online tasks and processes are diligently undertaken.
- Actively engage in robust case noting, reporting and handover processes to ensure a community around the child approach is applied to household information sharing.
- Appropriately and accurately manage in house finances and ensure receipts and record keeping processes are maintained.
- Promptly and accurately complete Critical Incident and Missing Person Reports and liaise with SAPOL, Crisis Care, Baptist Care SA leadership as challenges arise.
- Log shift times into Alayacare at the commencement and end of shift.
- Understand and apply mandatory reporting and duty of care requirements.

### Quality and Continuous Improvement

- Contribute to the ongoing review and evaluation of service delivery to ensure the continuous improvement of our services, enhancement of our client wellbeing, independence, and choice.
- Comply with relevant legislation.
- Contribute to the review and continuous improvement of our internal systems for quality assurance, reporting, and monitoring.
- Ensure business and operational risks are identified and appropriately monitored and/or mitigated.

### Work Health and Safety

Baptist Care SA is committed to the health, safety and wellbeing of our employees, volunteers, contractors, clients, and other people within our workplaces. As a Baptist Care SA team member, you must:

- Take reasonable care for your own and others' health and safety within the workplace;
- Take reasonable care that your actions or omissions do not adversely affect the health and safety of yourself or others;

- Cooperate with any reasonable directions, policies and/or procedures relating to health and safety in the workplace;
- Report all injuries, illness, near misses or hazards as per Baptist Care SA's policies and procedures; and
- Participate in relevant health and safety training, and risk management initiatives based on position and responsibilities.

#### **Baptist Care SA policies and work directives**

- Align with the Baptist Care SA strategic intent and values, including the strategic plan.
- Model and foster behaviours aligned with the Code of Conduct.
- Work harmoniously with Baptist Care employees, volunteers, and other stakeholders.

## About you

#### **The qualifications you bring**

- A minimum of Certificate IV in Child, Youth and Family Intervention, Youth Work, or Disability.

#### **The experience you bring**

- Experience working with vulnerable and at-risk children, young people and adults with special needs, disability and/or challenging behaviours.

#### **The competencies (knowledge, skills and behaviours) you bring**

- Demonstrated ability and experience to work within a team environment.
- Demonstrated commitment to work within and apply quality service and Continuous Quality Improvement.
- Demonstrated commitment to personal development and ongoing training.
- Demonstrated ability to work autonomously and within a team.
- Demonstrated interpersonal and communication skills.

#### **Other specific employment requirements**

- A current and valid DHS: Child-Related Employment Screening/ WWCC.
- A current and valid National Police Clearance.
- Training – Child Safe Environments.
- Training – Apply First Aid (min HLTAID012).
- Approved Psychological Suitability Assessment.
- Ability and willingness to travel within South Australia as required.
- A valid NDIS Worker Screening Check.
- Ability to work across a 24/7 roster.
- A valid full South Australian drivers' license (C Class).
- A fully insured and roadworthy compliant vehicle (roadworthy check required).
- Willingness to drive clients for work purposes.
- Caring for children under two (2) years.

#### **Desirable Requirements**

- Promote good relations and practices towards different minority groups that support equality, diversity, and inclusion.

- Previous experience in public speaking/group management.
- Previous experience in a faith based, community services environment.
- Aboriginal and Torres Strait Islander peoples are encouraged to apply.

## Your confirmation of acceptance:

By signing below, I accept that I have read and understood this position description and that I agree I am able to undertake all aspects of this role.

Employee signature: \_\_\_\_\_ Date: \_\_\_\_\_

Employee name: \_\_\_\_\_

## Monitoring, evaluation and review

Status:	Approved	Control:	People and Culture
Approved by:	P&C Business Partner	Version:	1.0
Effective date:	November 2023	Review date:	November 2025