

POSITION DESCRIPTION

JOB TITLE	Youth Engagement Lead
STATUS	Part-Time (0.6FTE)
LOCATION	Burnie, Devonport or Launceston (or flexible location by negotiation)
DATE	January 2024
REPORTS TO	Community Education and Advocacy Manager
AWARD	Social, Community, Home Care and Disability Services Industry Award 2010, Level 5.1 to 6.3 (depending on qualifications and experience)

ABOUT LAUREL HOUSE

Laurel House provides a range of trauma-informed, evidence based, therapeutic services to victim-survivors of sexual assault, and for children and young people who use harmful sexual behaviours. We also develop and deliver a broad range of programs to adults, young people and children including the provision of therapeutic face-to-face counselling at our centres located at Launceston, Devonport and Burnie and through outreach locations across the North and North West Tasmania. Laurel House is partnering with the Tasmanian Government in the delivery of the North and North West Arch centres (multidisciplinary centres) for victim-survivors of sexual harm. Our team also provides community education programs focused on the prevention of sexual harm and on supporting parents, carers and service providers to better respond to disclosures of sexual violence. Laurel House is funded by the Australian Government to specifically build capacity of the workforce who support victim-survivors with disabilities.

PURPOSE OF THE ROLE

The primary role of the Youth Engagement Lead is to lead, coordinate and support our youth victim-survivor advisory council known as LEAPY (Laurel House Expert Advisory Panel for Youth) and drive other child and youth engagement activities to ensure the lived experience of children and young people (especially those who are victim-survivors) are embedded in all aspects of Laurel House's work.

The Youth Engagement Lead will also engage with other community and specialist organisations to engage with best-practice and advocacy to prevent and respond to child sexual abuse and other sexual harm experienced by children and young people.

The Youth Engagement Lead must be a genuine and authentic individual who is dedicated to ensuring the safety and well-being of children and young people is always protected and that the voices of children and young people are heard and engaged in matters that directly impact them.

KEY RESPONSIBILITIES AND ACCOUNTABILITIES

- Provide strategic advice, direction, and overall development to the work of Laurel House with respect to engaging children and young people.
- Recruit, train, and support members of LEAPY.
- Provide all logistical and administrative support to LEAPY, including meeting preparation, engagement between, and with members and support people.

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- Provide wraparound support for LEAPY members to engage in meetings and resource development.
- Source opportunities and coordinate consultations with external stakeholders, including government agencies; including supporting LEAPY members before, during and after participation in opportunities.
- Actively participate in relevant youth engagement forums and events across Tasmania on behalf of Laurel House.
- Engage with stakeholders and building opportunities for LEAPY and young people.
- Engage with Laurel House staff including counsellors, educators and administration team in relation to continuous quality improvement of services.
- Provide advice and support to the CEO, Board and Senior Leadership as required with respect to engaging children and young people, and LEAPY.
- Evaluate the impact and provide regular reporting to the CEO and Board with respect to LEAPY and how children and young people's voices and experiences are embedded in the Laurel House support services, education offerings and advocacy.
- Support the implementation of the Child and Youth Safe Organisation Standards, Reportable Conduct Scheme, and Laurel House's Child and Youth Safety and Wellbeing Policy.
- Support the CEO and other staff in aligning the work of Laurel House to key national and state plans and strategies including, the National Strategy to Prevent and Respond to Child Sexual Abuse, the National Plan to End Violence Against Women and Children, the Commission of Inquiry into Tasmanian Government Responses to Child Sexual Abuse in Institutions in Tasmania (COI), and other standards and guidelines in relation to working with children and young people who have experienced sexual harm including improving responses and support for children and young people using harmful sexual behaviours.
- Act ethically towards all clients especially children, ensuring at all times that the safety and wellbeing of children is protected, and their rights are maintained.
- Other duties/projects as directed by the Community Education and Advocacy Manager or CEO.

SELECTION CRITERIA

The nominated position objective and duties contained in this position description must also be used to assist in the interpretation of these selection criteria.

Essential Criteria

1. Demonstrated well developed knowledge of child sexual abuse and/or sexual violence, including drivers, dynamics, prevention, early intervention, response and recovery.
2. Demonstrated experience in working with and/or supporting victim-survivors.
3. Demonstrated experience in victim-survivor advocacy or lived experience to bring systemic change.
4. Demonstrated experience in trauma-informed, survivor centred and strengths-based practice.
5. Experience in youth community engagement or youth development programs.

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6. Demonstrated high level communication and interpersonal skills that will allow for effective liaison with and engagement of individuals from diverse backgrounds and resolve any conflict that may arise.
7. Proven innovative and proactive approach to problem solving with demonstrated self-motivation, flexibility, and sound judgement.
8. Demonstrated ability to work effectively both independently and as a member of a team.
9. Knowledge and understanding of frameworks for ethical practice, confidentiality, mandatory reporting and other relevant state and national laws.
10. Experience in using online meeting platforms and other technology solutions to support group consultation.
11. A commitment to the values and mission of Laurel House.

Desirable Criteria

1. Experience in a not-for-profit community-based organisation.
2. Experience in supporting victim-survivors under a therapeutic framework.
3. A strong understanding of Tasmanian and Australian Government political and government structures.
4. Extensive experience working with people with diverse backgrounds (e.g. Aboriginal and Torres Strait Islander people; people with disabilities; LGBTIQ+ people, members of culturally, linguistically, and religiously diverse communities).
5. Lived experience of diversity or intersectional experiences of inequality or oppression.

OTHER POSITION REQUIREMENTS

- Minimum a Diploma in Youth Work/ Community Services or related discipline and at least two years' experience engaging with vulnerable children.
- Must hold Australian citizenship, be a permanent resident of Australia or possess a relevant temporary visa with permission to work rights.
- A current Working with Vulnerable People Card.
- A satisfactory National Police Certificate.
- Current driver's licence.
- Current First Aid Certificate including CPR (or capacity to obtain)
- Occasional intrastate travel will be required to fulfill the duties of this role.

This job description serves to illustrate the scope and responsibilities of the position and is not intended to be an exhaustive list of duties. You will be expected to perform other job-related tasks as requested by your supervisor and as necessitated by the development of this role and the development of the business.

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LAUREL HOUSE'S COMMITMENT TO DIVERSITY

Laurel House values the expertise, lived experience and cultural wisdom of Aboriginal and Torres Strait Islander, LGBTIQ+, migrant, culturally and linguistically diverse, and people with disability. Applicants from these groups are strongly encouraged to apply, as are people with parenting or caring responsibilities.

STATEMENT OF COMMITMENT TO THE SAFETY OF CHILDREN AND YOUNG PEOPLE

Laurel House is a Child and Youth Safe Organisation. We have a zero tolerance for child abuse and have systems to protect children and young people from abuse. We take all allegations and concerns very seriously and respond to them consistently in line with our policies and procedures. We actively work to listen to and empower children and to providing an inclusive and safe environment for all your people. In particular, we are committed to promoting cultural safety and to ensuring that the diverse needs of children and young people are met.

POSITION DESCRIPTION APPROVAL

Kathryn Fordyce
Chief Executive Officer
Date: January 2024