

Selection Criteria and Job Description Alta-1 College- Targeted Engagement Program (TEP) - Youth Engagement Worker

SELECTION CRITERIA

Please ensure you address the below selection criteria in no more than 4 pages and submit along with a cover letter, your resume and pastor's reference.

Section 1 – Essential

1. Demonstrated personal faith and commitment to the Lord Jesus Christ.
2. Attend Church on a regular basis.
3. Meet the requirements of a Working With Children Check and a Nationally Co-ordinated Criminal History Check.
4. Demonstrated passion for and commitment to working with at-risk adolescent students.
5. Demonstrated ability to work independently and as part of a team.
6. Hold a valid driver's licence.

Section 2 – Desirable

1. To have previous experience in chaplaincy or youth-based industry/ministry.
2. Cert III youth work qualification, or higher, or equivalent.

Job Description ALTA-1 Targeted Engagement Program Youth Engagement Worker

Primary Role

The primary role of a Targeted Engagement Program (TEP) Youth Engagement Worker is to support the TEP program by assisting students in personal and spiritual domains, re-engaging students with school, church, community and family.

Nature of Role

The role of an Alta-1 TEP Youth Engagement Worker is built around the following domains:

- Working with individual students
- Liaising with parent/guardians
- Proactively building and maintaining relationships with supporting agencies
- Extra Curricular Involvement with flexible working hours
- Acting professionally

Personal Requirements for the Role

The Alta-1 program requires a TEP Youth Engagement Worker to be:

- A Christian committed to demonstrating that their beliefs and values are real and impact their daily life.
- Capable of planning, implementing and assessing learning sequences that relate to personal development and spiritual growth.
- Personally integrous, being able to work diligently without supervision.
- Supportive of the Regional Principal in administrative tasks.
- Professional in all aspects of work including punctuality, preparation and support of each team member.
- Respectful and active listener in relation to the students.
- Dedicated to achieving the highest level of success for the students under their care.
- Dedicated to resolving issues in a positive, constructive and open-minded way.
- Steadfast in their decision to make the program a success for all the students and staff who are involved.

The measures of good practice for a TEP Youth Engagement Worker within Alta-1 are the following:

Working with individual students

▪ Contacts students up to 15 hours per week, both individually and in small groups.
▪ Discusses with students the events of the week, focusing on feelings and resolutions.
▪ Assists the students to develop and implement plans to resolve issues hindering progress.
▪ Records student attendance in SEQTA and follows up absences.
▪ Reviews academic progress, offering assistance as necessary.
▪ Facilitates and delivers the Personal Recovery course.
▪ Assists students in becoming work place ready with the goal to transition them into a work placement.
▪ Writes and submits student contact reports, including any KPI data as requested.
▪ Writes initial Individual Education Plan with students.
▪ Updates Individual Education Plans on 6 monthly basis.
▪ Tailors each student's program to individual needs and goals.
▪ Assists with student enrolment, re-engagement and exit process as required.

Liaising with parent/guardians

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| ▪ Develops strategies for ongoing recovery of students, in partnership with parent/guardians. |
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Proactively building and maintaining relationships with supporting agencies

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| ▪ Actively seeks out suitable programs and agencies that will assist students' needs and goals. |
| ▪ Maintains relationships through regular contact and hospitality. |

Extra Curricula Involvement

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| ▪ Participates in professional development activities organised by the school. |
| ▪ Participates in professional development activities arranged by self, according to interest and professional improvement, as negotiated with Regional Principal. |
| ▪ Participates fully in annual staff retreat. |
| ▪ Participates in awards nights. |

Acting Professionally

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| ▪ Maintains punctuality. |
| ▪ Attends all staff meetings. |
| ▪ Participates in staff prayer meetings. |
| ▪ Behaves as a positive role model to students. |
| ▪ Ensures that personal business is not attended to during supervision times. |

Reporting Relationship

TEP Youth Engagement Worker is responsible to the Regional Principal.

External Relations

Public relations (eg. Contact with the media, police in the event of critical incidents) and contact with general external agencies is the responsibility of the EO or delegate.