



POSITION DESCRIPTION

Title:	Transitional Support – Premier’s Youth Initiative
Enterprise Agreement:	Community Sector Multiple Enterprise Agreement 2009
Classification:	Community Service Worker grade 3
Usual work location:	Campbelltown NSW 2570
Cost Centre:	474
Usual hours of work:	Part-time (42 hours)
Position Objective:	To assist young people to develop the skills, knowledge and strategies to manage their own accommodation needs with a successful pathway to private rental.

Position**Responsibilities:**

- To assist young people maintain successful transitional tenancies
- To work collaboratively with colleagues to build client co-tenancy profiles
- To work with clients to gain independence in managing their tenancy, with gradually reduced supports
- To assist with rental inspections and tenancy issues
- To promote skills and create workshops relevant to independent living
- To assist young people to obtain longer term accommodation
- To participate in meetings, evaluation and quality assurance processes
- To adopt a trauma informed approach to working with young people
- Enter and maintain accurate client data

Key behaviours:Client Focus

Recognises, anticipates and focuses on specific client needs and advocates on behalf of the client.

Interpersonal

Establishes cooperative and productive relationships by understanding and responding to the needs of others.

Persuasiveness

Utilises appropriate interpersonal styles and methods to gain agreement or acceptance.

Problem Solving

Identifies and defines problems and feasible solutions through gathering and analysing information

Reliability

Adheres to routine and follows instruction in order to ensure consistency in process and result.

All Applicants to address each point of the Key Skills, Key Knowledge and Key Experience criteria:

- Key skills:**
- Ability to advocate for young people
 - Strong inter-personal and negotiation skills
 - Conflict resolution strategies
 - Flexibility to meet changing needs
 - Intentional delivery of services where clients increase in independence
- Key knowledge areas:**
- An understanding of the issues facing young people entering independent living
 - Understanding of tenant/landlord rights and responsibilities
 - Complexities faced by young people across a range of pressures they experience in 17-22 age cohort
- Key experience:**
- Previous practical experience working with young people
 - Experience in housing and/or rental market
 - Creative solution finding
- Qualifications:** Certificate IV or higher in Community Services, Youth work or a related area
- Reports to:** **Team Leader**
- Direct reports:** Nil.