

POSITION DESCRIPTION

Youth Worker

Allied Justice is a for-purpose organisation providing free legal assistance, integrated services and community legal education.

When people experience deep and persistent disadvantages, they often feel trapped in dysfunctional relationships, lost in complex inefficient legal systems, unnecessary processes, and often suffering in silence. We are at the front line of these issues.

We have invested significantly in the development of our new Strategy 2025-2027 to ensure our organisation is providing contemporary integrated services to respond the shared and unique needs of the people we support across 11 local government areas in Western Victoria.

Our commitment is to change life stories through better access to justice, and we achieve this by applying our values – respect, courage, empowerment & kindness – to the people of the communities we serve, our stakeholders and our colleagues.

By providing legal services, community legal education, law reform and integrated services through client centered, trauma informed and culturally safe practice, we will improve the safety and wellbeing of families and individuals.

Position Title:	Youth Worker
Accountable to:	CEO
Reports to:	Manager Specialist Practitioners
Direct Reports:	Nil
Supervises:	Nil
Location:	Ballarat or Horsham
Travel:	This position requires regular travel within the region
Level:	5
Conditions:	All conditions are in accordance with Victorian Community Legal Centers Multi Enterprise Agreement.
Salary Packaging:	The benefits of tax-effective Salary Sacrifice arrangements are available to all staff subject to Allied Justice's ongoing Fringe Benefits Tax exempt status.

POSITION SUMMARY

The Youth Worker improves access to justice for students and the broader school community. The position acts as a conduit for elevating the voices of young people, identifying legal and related needs. The role also supports the successful coordination and integration of the school lawyer into the school community, helping to build trusted relationships and strengthen access to justice for students and their families. This position will leverage the unique insights of this initiative to build relationships with other similar regional and remote schools.

DUTIES & RESPONSIBILITIES

Service Delivery

- Work collaboratively with St Arnaud Secondary College and other community justice partnership stakeholders to support integrated service delivery.
- Assist with coordination of the school lawyer program, including referrals, communication pathways and opportunities for engagement with students and families.
- Recognise indicators of family violence, disadvantage and legal need, and respond within appropriate role boundaries and referral pathways.
- Work in ways that are trauma-informed, culturally safe, developmentally appropriate and responsive to the needs of young people.

Community Development

- Build strong trusted relationships between Allied Justice, students, their families and school staff that contribute to successful outcomes for young people and their families from the delivery of the lawyer in school program.
- Contribute to strategic collaboration and aligned action between services and the community that works to increase safety, stability and health outcomes for the children, young people and families of the area.
- Find opportunities to highlight the integration of our Lawyer-in-School program across other regional rural and or remote school communities as directed by the manager.

Monitoring & Evaluation

- Maintain appropriate records, contribute to reporting requirements and share insights that help strengthen access to justice responses.
- Contribute to continuous improvement by identifying emerging needs, service gaps and opportunities to strengthen prevention and early intervention responses.

Professional Development

- Undertake appropriate professional development activities to maintain and enhance the knowledge and skills required to fulfil the responsibilities of the position and comply with CPD requirements

EXPECTATIONS OF ALL EMPLOYEES

Health and Safety

- Create, maintain, and foster a safe workplace
- Identify, report & correct any unsafe acts, conditions, or behaviours according to Allied Justice Policies and Procedures and OH&S requirements

Risk Management

- Ensure compliance with all requirements of the Risk Management Guide for Community Legal Services
- Operate within Allied Justice policies, procedures, funding guidelines, practice directions and legislative requirements

EEO and legislative requirements

- Contribute to zero tolerance of sexual harassment, discrimination, racism, homophobia, and transphobia in the workplace.
- Require all staff to be sensitive and inclusive of individual needs including but not limited to disability, culture, race or religion, as well as parental and caring responsibilities.
- Encourage applicants for all Allied Justice roles from diverse backgrounds.

Culture and Compliance

- Actively support Allied Justice's purpose, values and Strategy.
- Ensure compliance with Allied Justice Code of Conduct.
- Operate within Allied Justice policies, procedures, funding guidelines, practice directions and legislative requirements.
- Allied Justice encourages applicants from diverse backgrounds.
- Supports equal opportunity and requires all staff to be sensitive and inclusive of individual needs including but not limited to cultural, religious and sexual orientation

KEY SELECTION CRITERIA

Essential

1. Demonstrated experience working effectively with young people in education, community or youth service settings.
2. Strong understanding of family violence prevention, early intervention and the social drivers of disadvantage.
3. Ability to build respectful relationships and engage young people using trauma informed and culturally safe practice.
4. Demonstrated understanding of access to justice issues, legal need identification and referral pathways for young people.
5. Highly developed communication skills, sound judgement and the ability to work collaboratively across school and legal settings.
6. Experience working in partnership with schools, legal services or multidisciplinary teams.

Desirable

1. Experience in family violence prevention, community legal services or youth services.
2. Knowledge of the St Arnaud or broader regional, rural and remote service system supporting young people and their families.

QUALIFICATIONS

- Relevant qualification in Youth Work or Social Work
- Current Victorian Driver's Licence
- Cleared National Police Record Check (it is the responsibility of all staff to notify the organization

immediately if there are any changes to their criminal records status)

- Current right to work in Australia
- Valid, employer Working with Children Check
- Physical ability to safely undertake all aspect of the position