The early Marists proclaimed ‘Let it be said of us, as it was of the first Christians, ‘see how they love one another’. In a world thirsting for connection and belonging, we strive to be a place in which a family spirit of love, respect and mutual trust are the wellsprings of growth and healing.

**POSITION DESCRIPTION**

The College Social Worker/Youth Worker is a member of the College’s Wellbeing Team and with the Principal, is particularly responsible for ensuring that the College’s policies and procedures are implemented consistently with consideration of the vision and mission, and in particular, provides support and advice to enhance learning outcomes and general wellbeing for students and families with social/emotional needs. The Social Worker/Youth Worker works with a multi-disciplinary team, supporting the students, staff and families of Assumption College.

**Reports to:** Leader of Wellbeing Services

**Collaborates with:** Members of the College Leadership Team
Pastoral Wellbeing Team
Wellbeing Services Team (counsellors, psychologists, OTs, etc).
Staff, students and parents/guardians

**Contract:**

As a contractor of Marist Schools Australia, this is an ongoing appointment at 0.4 FTE which will include regular Review and Appraisal. Working days and hours are flexible. Salary is derived from the VCEMEA 2013 or its successor and will be based on experience within the Educational Support schedule level ES3.

**Responsibility as a Member of the Pastoral Wellbeing Team**

- Actively articulates the school’s vision and mission as a Catholic school, and uses this as a wellspring in all discussion and decision-making.
- Is active as an individual, or as a team member, to work towards the success of the school’s Strategic Plan, providing support, stimulus and action as necessary.
- Communicates and exemplifies to staff correct procedures and processes.
- Contributes to the development of College policies and procedures.
- Seeks professional development to further his/her understanding of the mission of Assumption College.
- Contribute to discussions within the College on key issues affecting student wellbeing.
- Create effective networks and links with the wider community.
- Maintain professional expertise and current knowledge, for example, through supervision, professional development and involvement with external networks.
- Assist in the management of crisis situations requiring welfare oriented counselling.
- Undertake other tasks as required by the Principal and/or Leader of Wellbeing Services.
**Duties**

- To provide high quality support and counselling for the wellbeing of students and their families.
- To liaise with the Principal and Wellbeing Services Team in order to provide a continuity of care for students and families.
- To provide innovative practice and approaches to engaging and supporting students and families.
- To ensure services and all related records are completed correctly and in a timely manner.
- To obtain feedback on client satisfaction with service and needs.
- To consult with and provide feedback and recommendations to Wellbeing Services Leader and Deputy Principal – Wellbeing.
- To make referrals and maintain accurate records.
- Build strong interagency partnerships with other local services and government agencies.

**Key Selection Criteria**

- Well-developed interpersonal skills, including –
  - experience in consultation; and
  - the capacity to communicate effectively with staff, parents and external specialist staff at the
catholic education office, government and external agencies.
- Demonstrated ability to provide counselling to adolescents.
- A passion for making a difference in mental health at both the individual and community level.
- A commitment to the principles of Catholic teaching and the policies of Assumption College.

**Qualifications, Skills & Experience**

- Tertiary qualifications of a social worker or youth worker.
- Full registration with the ASD or YWA or equivalent.
- Qualifications in Education would be an advantage.
- The ability to work in partnership with families and external agencies.
- Driver’s licence and car.

**Occupational Health & Safety**

The Social Worker/Youth Worker will:

- Perform the above duties in line with any safe work practices and processes, and conduct oneself at work in a manner that is safe to self and others;
- Encourage colleagues and others on the worksite to adhere to safe work practices;
- Support and contribute to the improvement of safe systems of work and safe work practices;
- Participate in relevant OHS&W training programs;
- Report all work related incidents and near misses which result in injuries, ill health, or property damage in writing, in accordance with the school’s OHS&W policies and procedures;
- Suggest changes to eliminate workplace hazards, or minimise the risks associated with them;
- Correctly use any equipment provided for health and safety purposes;
- Follow reasonable instructions given by the school in relation to health and safety at work;
- Support the consultative processes for managing OHS&W, when opportunities arise.