

**Al-Nisa' Youth Group Inc
MUSLIM YOUTH SERVICES (MY Services)
YOUTH WORKER POSITION DESCRIPTION**

Position Title:	Youth Worker
Service Area:	Youth Services MY Services
Classification:	Social & Community Services (Queensland) Award-2001
Salary Level:	SACS Level 5.1
Hours:	38 hours per week (Monday to Saturday)

Two full-time positions are available. One for a Male and the second for a Female

Background to Al-Nisa' Youth Group Inc.

Al-Nisa' Youth Group Inc is an Incorporated Association managed by a voluntary Management Committee. It was established in July 2005 to act as an advocacy body and to provide young Muslim people in Queensland with support and opportunities to express themselves.

Al-Nisa' is based on the idea of building the capacity of young people and their community capacity to meet their own needs over time and it achieves that by involving people in the decision making process.

Currently Al-Nisa' is involved in providing social and recreational activities to young people in the Muslim community and in particular young women.

MY Services is located in the south side of Brisbane and its operation under this project will cover the Greater Brisbane Region.

MY Services

This initiative relates to a new service called Muslim Youth Services (referred to here as MY Services) which will employ a male and female Muslim Youth Worker. Funds for this service have been allocated as part of the Queensland Government's Muslim Community Engagement Strategy.

MY Services will aim to ensure that Muslim young people in the Greater Brisbane Region are appropriately engaged with the broader community; whilst also facilitating a reduction in Muslim young people's experience of isolation and marginalisation.

The service will have two distinct phases:

- o A scoping exercise will be undertaken from February to May 2007. This work will identify the needs of young Muslim people in the Greater Brisbane Region and

will inform the development of the direct service delivery phase of the service. The two youth workers will work alongside a consultant to undertake this scoping exercise; and

- A direct service delivery phase from July 2007 to December 2008. This will involve a range of activities aimed at building the capacity of the youth service delivery sector and providing limited direct services.

Purpose of the Position

The purpose of the position is to

- Build the capacity of the current service system to support Muslim young people through identifying needs, networking, education of service providers and the broader community and promoting appropriate strategies to address Muslim young people's needs; and
- Provide limited direct practice including information, advice and referral; individual support work; group work; individual advocacy; and community development work.

These positions are complex and will require a person who has good knowledge of developmental youth work, early intervention and prevention frameworks, effective youth work skills and issues affecting newly arrived young people and generational Australians.

Duties and Responsibilities

The successful applicants will be expected to engage in direct service delivery, program development, networking and liaison as well as undertake administrative organizational duties that include reporting.

Al-Nisa has also negotiated for the incumbents to spend half a day per week of the first year at the Youth Affairs Network Queensland (YANQ) to be mentored into policy development and advocacy.

Service delivery

- Provide quality direct support for young people and their families and communities including mediation, brokerage, and short-term counseling opportunities.
- Link young people with existing Youth Services, and external support networks and other services, as appropriate.
- When required, conduct crisis intervention for youth with particular needs.
- Provide advice, assistance, and where required resources, to a range of relevant service providers, to ensure the effective access and engagement of young people in the support services offered for them.
- Record all contacts with clients including outcomes for clients and referral destinations.
- Conduct outreach initiatives to schools and diverse youth communities as required.

Program development

- Plan, develop and implement specific group work initiatives and innovative projects to address the needs of youth and core program outcomes. In some cases, consult with parents and community elders, to assess needs and provide responses.
- Collaboratively participate, develop and maintain continuing youth services programs.

Networking and liaison

- Network and liaise with local community and government services to establish access avenues to various services for identified clients.
- Develop, foster and maintain a working relationship and networks with other local and broader community organisations, community groups, and service providers.

Organisational duties

- Promote the MY Services Program, its aims and objectives.
- Develop and maintain information resource for use by the Service and young people.
- Attend meetings and Maintain positive working relationships with MY Services staff and other AL-Nisa' staff, and volunteers
- Advocate for the needs of young people and participate in relevant forums as required
- Assist in the development of funding submissions as required
- Effectively implement the organisation's policies, decisions and workloads in relation to matters relevant to the position.
- Work with clients, casual and other staff from diverse cultural, intra-faith, and linguistic backgrounds.
- Perform other duties as specifically assigned by the Management Committee.

Reporting

- Develop, in conjunction with the Steering Committee, an annual workplan for the position.
- Provide monthly reports on progress of programs and provide statistics about actions initiated, and client outcomes to Steering Committee meetings.
- Write correspondence as required, maintain statistics, relevant information, databases and other records as required.
- Conduct all transactions and inquiries in an ethical, friendly, efficient, dignified and professional manner
- Provide support to the Management Committee in promoting and maintaining the reputation and image of the organisation as an efficient and courteous organisation.
- Consistently deliver on the MY Services program's outcomes.

Organisational relationships of the Youth Worker:

The position reports to The Steering Committee, MY Services

SELECTION CRITERIA YOUTH WORKER

Essential

1. Demonstrated knowledge and understanding of the Islamic faith
2. Qualifications from a recognised University and/or TAFE College in Youth Work or a similar discipline and/or a minimum of three years experience in provision of direct client services.

Key Selection Criteria

1. Sound knowledge and understanding of developmental youth work and case management processes, mediation, and early intervention/prevention frameworks.
2. Demonstrated knowledge and understanding of issues faced by young Muslim people from diverse cultural backgrounds and the ability to work effectively with young people to address and meet needs on an individual and group work level.
3. Demonstrated expertise in the planning, conducting, and evaluating a variety of initiatives.
4. Significant experience in establishing and maintaining positive working relationships within community networks; key community stakeholders and service providers in government and community sectors
5. Proven ability to communicate effectively with people from diverse language, intra-faith and cultural backgrounds and work harmoniously in a team setting to implement a collaborative community services approach.
6. High level of verbal and written communication skills with the capacity to work effectively within tight time constraints
7. High level of time management and organisational skills and ability to work innovatively with young people.
8. Possession of a current Queensland "C" class driver's licence is essential.

Please note that applications:

- o must address the selection criteria,
- o be accompanied by a copy of your CV or resume and
- o the name and contact details of at least two referees (one of whom must have directly supervised your work).

For further information please contact Faiza El-Higzi on 0421 890 838 or visit our website at : www.alnisagroup.com.au or email: thesecretary@alnisagroup.com.au

Applications should be marked **Private and Confidential** and be either posted to:

The Steering Committee
MY Services
PO Box 1586
Sunnybank Hills Q 4109

or emailed to: thesecretary@alnisagroup.com.au (pls write Private and Confidential on the subject space)

Applications for the position **will not** be accepted by fax.

Applications that do not address the selection criteria may not be considered.

Closing date for applications is 5:00pm Friday 9 February 2006

Applications received after the closing date may not be considered.