



## Position Description

<b>Position title</b>	<b>Youth Worker</b>
<b>Reporting to</b>	<b>Youth Practice Lead</b>
<b>Staff reporting</b>	<b>Nil</b>

### **Our context**

Wellington City Mission (WCM) is a faith-based community organisation that has been supporting those in need in the Wellington region through the provision of social services since 1904.

### **Our vision**

*People and communities empowered, transformed and experiencing fullness of life.*

### **Our values**

Aroha / Love

Tūmanako / Hope

Whanaungatanga / Kinship

Manaakitanga / Generosity

### **Purpose of the role**

The Youth Worker will develop, coordinate and deliver therapeutic/lifestyle-based activities for manuhiri connected to Whakamaru. In this role, you will organize on-site and off-site activities seeking to build a sense of community while enriching the lives of our manuhiri. These activities may include CBT and DBT based coping skills that can increase tolerance and the ability to live well as neighbours, understanding assertive skills and creating safe and healthy relationships and other life skills. Whilst also looking at lifestyle and medical options such as kapa haka, waiata and yoga and other whānau based activities. You must have a flexible schedule around the holidays (Christmas, Matariki, Easter), as seasonal entertainment can significantly uplift the spirits of our manuhiri.

This role enhances the work of the Community Support Services team through providing meaningful and appropriate therapeutic programmes for our community of manuhiri through a strength-based whānau empowerment approach.

## Representative responsibilities and outcomes

Responsibility	Outcome
<b>Relationship Building</b>	
<b>Community Activities</b>	<ul style="list-style-type: none"> <li>• Establishes an effective connection and rapport with manuhiri that allows ongoing support.</li> <li>• Uses appropriate approaches and processes to work with manuhiri.</li> <li>• Works with a rehabilitation focus throughout the whole journey with manuhiri</li> <li>• Consults and develops activities and groups with manuhiri and team members.</li> <li>• Coordinating and delivering a therapeutic and lifestyle programme</li> <li>• Manages and coordinates the activities calendar, bookings and events</li> <li>• Promotes and encourages participation with manuhiri</li> <li>• Harness a safe, fun and inclusive environment for all participants.</li> </ul>
<b>Building Effective Relationships with Manuhiri</b>	<ul style="list-style-type: none"> <li>• Establishes an effective connection and rapport with manuhiri that allows ongoing support.</li> <li>• Uses appropriate approaches and processes to work with manuhiri.</li> <li>• Works effectively with a caseload</li> <li>• Works with a rehabilitation focus throughout the whole journey of supporting manuhiri: whānau programmes and activities and other positive, community development.</li> <li>• Support manuhiri to make decisions about their service and treatment, and actively seeks feedback.</li> <li>• Supports manuhiri to meet their needs with increasing reliance on self, and natural supports.</li> <li>• Actively supports service users in the use of problem solving.</li> </ul>
<b>Stakeholder Management</b>	<ul style="list-style-type: none"> <li>• Has strong relationships with both statutory and community agencies</li> <li>• Demonstrates knowledge of the community support sector and uses this in coordinating and supporting a relevant programme</li> <li>• Appropriately collaborates with others to meet clear outcomes</li> <li>• Provides information about WCM services to relevant stakeholders</li> <li>• Provide contacts of potential sponsors to Marketing and Fundraising team to investigate further</li> </ul>
<b>Work effectively as part of MDT</b>	<ul style="list-style-type: none"> <li>• Participates in MDT to consult and promote activities</li> </ul>

	<ul style="list-style-type: none"> <li>• Work with other MDT professionals and manuhiri to develop the activities programme</li> <li>• Keeps up to date records and plans on database</li> <li>• Keeps up to date notes on EXESS and shares relevant information where appropriate in the care of manuhiri</li> </ul>
<b>Community Support</b>	
<b>Financial Management</b>	<ul style="list-style-type: none"> <li>• Expenditure is kept within budget</li> <li>• Any potential grants are discussed with the Service Delivery Manager, community support services</li> <li>• Any reporting on secured grants is completed accurately and timely</li> </ul>
<b>General Programme, Team support and collaboration</b>	<ul style="list-style-type: none"> <li>• Team meetings and internal supervision is attended as required</li> <li>• Carry out any other assigned tasks or programme responsibilities as requested</li> <li>• Undertake training as required and directed</li> </ul>
<b>Culturally Safe Practice</b>	<ul style="list-style-type: none"> <li>• Demonstrates an understanding of Tikanga and Te Ao Māori.</li> <li>• Attends training in and demonstrates understanding in Māori perspectives and models of health.</li> <li>• Demonstrates respect and knowledge of traditional Māori healing practises and supports manuhiri in their goals to access these services</li> <li>• Develop and maintain culturally safe practice</li> </ul>
<b>Process improvement</b>	
<b>Look for and propose process improvements</b>	<ul style="list-style-type: none"> <li>• Processes are effective and innovative.</li> <li>• WCM demonstrates best practice.</li> <li>• WCM resources are used to good effect.</li> </ul>
<b>Values and health and safety</b>	
<b>Demonstrate WCM's Kaupapa and values</b>	<ul style="list-style-type: none"> <li>• All tasks and interactions are carried out in ways that are consistent with WCM's Kaupapa and values.</li> </ul>
<b>Comply with WCM's health and safety practices and processes</b>	<ul style="list-style-type: none"> <li>• Follows all H&amp;S policies and procedures</li> <li>• Hazards are identified and controlled in line with WCM's health and safety management.</li> <li>• Incidents are reported promptly and according to WCM policy and practice.</li> <li>• The position holder and those they work with are kept safe.</li> </ul>

## Person specification

Essential	Desirable
<b>Qualifications</b>	
Experience of working with young people	Level 4 in Health and Wellbeing
Knowledge and experience of holding a caseload	Health or Youth Work Qualification
	Group-Work Qual
<b>Knowledge and experience</b>	
Understanding of the significance of confidentiality, privacy and information sharing	Demonstrated experience in managing challenging behaviours
Understanding and knowledge of delivering group-work	Knowledge and understanding of differing cultures in the community
Working with vulnerable groups and individuals	Experience of working with all age groups including youth
Cultural competencies and understanding	Understanding trauma informed practices
Knowledge and understanding of CBT, DBT and other talking therapies	Commitment to the provision of quality services
Well-developed communication skills	
<b>Attributes</b>	
Reliable	Emotionally intelligent
Empathetic	Good Communicator
Flexible	Positive and solution focussed

## Key relationships

Inside WCM	Outside WCM
Community Services Team Lead	Relevant Government and Community Agencies
Community Support Services Team members	Relevant referral agencies and personnel
Wider WCM staff members	
Youth Practice Lead and Kaihautū	

## Driver's licence

This position does require the position holder to have a current full car drivers' licence.

## Place and hours of work.

The normal place of work is Whakamaru, 4-8 Oxford Terrace, Mount Cook, but may also include working in the community and across a variety of WCM sites.

This is a full-time position, and due to the nature of the role requiring the 40 hours a week to be worked between the hours of 12 - 8.30pm and may include working on weekends and public holidays.