
YOUTH WELLBEING WORKER

FEBRUARY 2025



POSITION SUMMARY

Location:	Parkville		
Functional area:	Clinical other		
Classification/ Salary:	Social, Community, Home Care and Disability Services Industry Award (2010), Social and Community Services Employee, Level 3 (+ casual loading) + 11.5% super + access to \$15,900 NFP salary packaging		
Job level:	Level 2		
Reports to:	Youth Wellbeing Team Leader		
Employment type:	Casual		
Employment length:	Casual		
Direct reports	-	Indirect reports	-

POSITION PURPOSE STATEMENT

The Youth Wellbeing Workforce are key roles in the delivery of psychosocial recovery-focused care within the Orygen Youth Prevention and Recovery Centre (YPARC). This workforce will work in collaboration with young people, their family/carers and the clinical workforce to provide a range of psychosocial interventions and support to assist young people with achieving their recovery goals.

The role works across three shifts per day including a day shift, afternoon/evening shift and an overnight shift (which includes a sleeping period).

Availability to work sleepover shifts is essential.

About Orygen Recovery

Orygen Recovery is a Youth Prevention and Recovery Care service (YPARC), which is a sub-acute, recovery focused short-term residential program, supporting young people by intervening early to prevent a deterioration that may lead to inpatient psychiatric care and transition to the community from inpatient psychiatric care. Orygen Recovery comprises of Clinical Team and Youth Wellbeing Team, working with Young People aged between 16 and 25.

POSITION FOCUS

	Key responsibility area	Percentage
1	Recovery support	35%
2	Stakeholder engagement	25%
3	Administration	20%
4	Other	20%

POSITION KEY RESPONSIBILITY AREAS

1. Recovery support

- Provide support to young people, carers, families and significant others through psychosocial Recovery Oriented Practice to ensure individually tailored services for young people and their family and carers is provided to the highest standard.
- Work collaboratively with the Orygen Recovery Coordinator, Youth Wellbeing Team Leader, medical, clinical practitioners and lived experience workforce in understanding and managing young person risks.
- Understand the young person's individual recovery goals and support them to meet these goals. This may include facilitating access to local service providers with clinical mental health, physical health, education and employment, eligible entitlements and benefits, housing transport, recreation and social connections to support post discharge transitions back into the community (as required).
- Positively influence and contribute to a service and multi-disciplinary team culture that focusses on meeting the young persons goals using evidence informed practice.
- Provide young people with support and mentorship in achieving set goals aimed at supporting their independence and recovery.
- Support with facilitating a group program spanning mental health, recreational, vocational, life skills, and movement groups.
- Provide advocacy, low level clinical support, risk assessment, crisis management, and support commensurate with level of skill and experience, maintaining an awareness of community and organisational objectives, and professional boundaries.
- Support young people in accessing community services; making and keeping appointments (e.g., medical, case manager, psychiatrist); and accessing educational and / or vocational opportunities)
- Mentor young people in the development of their daily living skills including the following: cooking, cleaning, social skills, financial and budgeting skills, personal hygiene, healthy living habits, etc.
- Support young people with daily household duties including cooking and cleaning tasks ensuring service standards are maintained in adherence to WH&S and Duty of Care.
- Play an integral role in the daily functioning of the residential service by performing various household tasks, such as: preparing rooms for incoming residents, grocery shopping, and supporting in meals preparation (as required).
- Supporting residents in establishing a structured daily routine to enhance their daily living skills.
- Effectively and efficiently respond to issues raised by young people, their advocates or family members in a collaborative, compassionate, and respectful manner.
- Work collaboratively, cooperatively and effectively within a team, and with young people, their families / carers and other stakeholders, utilising strong communication skills help young people work toward their identified goals.
- Assess young people using a variety of measures including written and observational assessments (e.g., RADS).

2. Stakeholder engagement

- Promote the YPARC by communicating regularly with, building and maintaining collaborative working relationships with health and welfare agencies and the general community.

- Liaise and work collaboratively with Orygen Mental Health Services case managers, psychiatrists, and staff for coordinated care. This includes regular communication and meetings, as appropriate.
 - Facilitation of YPARC group and program activities (i.e., weekly house meetings, weekly menu planning, shopping with young people, taking young people on outings, teaching and cooking meals with young people, facilitation of chores, etc.)
- 3. Administration**
- Operate within delegated authority and undertake a range of administrative tasks that support efficient and effective service delivery.
 - Maintain records/case notes of activities undertaken with all young people during each shift.
 - Collect data on young people, assist in analysis of this data, and contribute to annual funding reports as required.
- 4. Other**
- Maintain effective communication with the Team Leader and co-workers.
 - Maintain vehicles and assets appropriately.
 - Maintain an attentive and proactive attitude to best assist young people to achieve their goals for independence and emotional well-being.
 - Participate in the co-facilitation and write-up of intake assessments, midway reviews, and exit planning meetings.
 - Involvement in the development and implementation of ongoing program activities to support the young people and facilitate recovery and improved quality of life.
 - Attendance and active participation in team and professional development activities, including own continuing professional development and supervision.
 - Attend external meetings/networks/working groups as appropriate.
 - Attend team meetings and actively participate in managing high quality service delivery and workforce capability across the service stream.
 - Comply with and support others to comply with Orygen’s policies and procedures, including taking appropriate action to hold others accountable and promote a workplace culture that is safe, diverse and inclusive [insert related task].

EDUCATION / QUALIFICATIONS

Essential	<ul style="list-style-type: none"> • Minimum qualifications of Certificate IV in mental health.
Desirable	<ul style="list-style-type: none"> • Approved tertiary qualifications in a relevant discipline (such as psychology, social work, occupational therapy, nursing).

EXPERIENCE / SKILLS

Experience / skills	<ul style="list-style-type: none"> • Previous experience working in youth mental health, or extensive experience in mental health. • A thorough understanding and experience in a psychosocial model. • Previous working knowledge of the common mental health and substance use issues faced by young people, and evidence-based treatments for major adolescent health issues. • Ability to assess risk and follow relevant protocols to manage crisis situations calmly and effectively. • Demonstrated and effective listening and communication skills in both written and verbal formats. Ability to tailor communication to suit the audience. • Understanding of and commitment to the principles of duty of care, and rights to privacy and confidentiality. • Ability to help program participants link in with other relevant community resources and to promote the rights, responsibilities and recovery of young people.
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	<ul style="list-style-type: none"> • Capacity to facilitate psychosocial groups, including self-awareness, ability to manage hotspots, and capacity to create groupness and psychology safety. • Ability to support a young person with the creation, development, and monitoring of their goals, as well as to deliver brief psychosocial interventions both in 1:1 and group settings. • Knowledge of the mental health system of care and in particular within a youth mental health context. • Highly developed organisational, administrative and time management skills • The ability to utilise judgment and raise concerns with clinical team members and operational issues of concern and implement risk mitigation strategies as required. • Proficient computer skills with a demonstrated ability in word processing, PowerPoint and database programs, as required. • Experience in conducting assessments and authoring (psychosocial) reports. • A breadth of understanding of the different types of organisations involved in mental health and drug and alcohol service delivery to young people and to their support networks. • Previous knowledge of and work within the framework of early intervention, de-stigmatisation, diversity, inclusion, and non-discrimination. • Experiencing working in acute or sub-acute (PARC or Step Up/Step Down) or residential services is desirable. • Experience working alongside youth and family/carer/significant others participation processes. • Knowledge and understanding of relevant legislation, government policies and strategic directions in relation to mental health and alcohol and other substances particularly as it relates to young people.
Personal attributes	<ul style="list-style-type: none"> • Demonstrated ability to work collaboratively with young people showing empathy, compassion, flexibility, and respect. • Demonstrated capacity to relate to young people, their families / carers, and other stakeholders (this includes government agencies and community services) with dignity and respect. • Ability to think and act calmly and deal sensitively with young people in distress. • Ability to work as part of a team in the provision of care to young people.

KEY RELATIONSHIPS

Internal	<ul style="list-style-type: none"> • Wellbeing Team Lead • Youth Wellbeing Workers • Youth Peer Workers • Clinical Staff Members • YPARC Coordinator • Family Team • Medical Team
External	<ul style="list-style-type: none"> • Orygen Case Managers • Community Case Managers • Community Treating Team Members • Community Services Representatives (AOD, family violence, CALD, eating disorders, recreational, etc.)

SPECIAL REQUIREMENTS

<ul style="list-style-type: none"> • Unrestricted right to live and work in Australia.

- A current National Police Check will be required.
- Any offer of employment is conditional upon receipt and maintenance of a satisfactory Working with Children Check.
- You may be required to work across more than one of Orygen’s sites, which are currently located within the north and west of Melbourne.
- A current Victorian driver’s licence (desirable)
- In line with government guidelines, this position may need to be based at home during certain periods. As such a reliable internet connection will be required.
- **You will be required to work across a 24/7 roster, including morning, afternoon and overnight shifts.**

SAFETY, HEALTH AND WELLBEING RESPONSIBILITIES

Employees are required to comply with all workplace health, safety and wellbeing policies and procedures of Orygen.

In addition, employees are expected to:

- Promote and demonstrate Orygen’s high standards in relation to health, safety and wellbeing, championing a culture of safety in the workplace.
- Take responsibility for their own safety, health and wellbeing and for their colleagues and others they work alongside, as far as they are able.
- Follow policies, training and guidelines related to Workplace health, safety and wellbeing, including reporting of unsafe work practices, incidents, hazards and near miss events.
- Be committed to promoting and protecting the safety and well-being of all children and young people and embedding safeguarding practices into all our programs and services.

ACKNOWLEDGEMENT

Confirming this position description has been read and understood by:

Name	[insert name]
Signature	[insert signature]
Date	[insert date]