



POSITION DESCRIPTION

Youth and Community Coordinator

Position Number:	PD 1167	
Directorate:	Community Development	
Division:	Community Development	
Supervisor:	General Manager Community Development	
Classification:	LGIA Level 9	
Tenure:	Full Time	Hours of Work: 76 hours per fortnight
Primary Location:	Wurrumiyanga, Bathurst Island	
Conditions	<i>Accepted by their community as being Aboriginal and/or Torres Strait Islander (Racial Discrimination Act 1975, section 26).</i>	

Tiwi Islands Regional Council

The Tiwi islands are located 80km north of Darwin in the beautiful Arafura Sea. There are two islands, Bathurst and Melville with a total land mass of 832sq km. The islands are home to the Tiwi people, who have a strong affiliation with their land, a distinctive culture and language. There are school and medical facilities on the islands, with regular plane, passenger ferry and barge services operation to Darwin.

Position Purpose

Coordinate the delivery of diversion programs, case management and early intervention youth activities for Tiwi Youth and their families residing on the Tiwi Islands. This position is based at Wurrumiyanga community.

Responsibilities

1. Promote, develop and support initiatives that encourage participation of Tiwi Youth and their families in programs delivered by Tiwi Youth and Community.
2. Participate in and assist with the provision of effective supervision of Youth Diversion Program.
3. Manage up to 15 cases of young people in the Youth Diversion Program and support their journey through the program.
4. Coordinate and deliver early intervention activities to strengthen relationships and help young people in the community make better choices.
5. Coordinate family conferences with NT Police youth Diversion Unit and effectively communicate the program expectations to young people.

6. Create and establish partnerships with on-island stakeholders to ensure a robust range of program activities for diversion participants and at risk youth.
7. Manage evaluations and implement strategies for improving cultural program delivery.
8. Collect and provide program statistical information through fortnightly and quarterly reports to NT Police Youth Diversion Unit and the funding body.
9. Supervise and provide direction to a small team of caseworkers and stakeholders assisting with program delivery.
10. Other duties as required.

SELECTION CRITERIA:

Essential

1. Understanding of the issues affecting Tiwi children, youth and families residing on the Tiwi Islands.
2. Proven ability to work as part of a team and establish and maintain effective working relationships and networks with all program stakeholders.
3. Demonstrated experience with working with families and knowledge and understanding of Tiwi society, protocols and culture, and an ability to include Tiwi culture in program and program delivery.
4. Demonstrated knowledge and understanding of case management and ability to case manage.
5. Sound negotiation and consultation skills with young people and adults.
6. Sound computer skills and experience in using on line data bases.
7. Ability to organise and achieve workplace objectives including experience in exercising initiative, confidentiality and problem solving.
8. Demonstrated ability with producing statistical reports to Council, NT Police and the funding body
9. Must have current Ochre Card clearance for Working with Children.
10. Must hold a current unrestricted Drivers Licence.

Desirable

A relevant Tertiary qualification or willingness to undertake studies in such.