

Berkeley Neighbourhood Centre

POSITION

YOUTH WORKER/COMMUNITY SERVICES (Coordinator) - 25 HOURS PER WEEK - PERMANENT PART-TIME

THE ORGANISATION

The Berkeley Neighbourhood Centre Inc (BNCI) is a not-for-profit organisation that provides neighbourhood centre activities in a low socio-economic area. Services are provided that connect people with services and resources they need to reduce social and economic disadvantage and isolation, thus increasing their resilience, resourcefulness and self-reliance.

BNCI is committed to providing excellence in service delivery to the local community. We work together to achieve a safe, healthy and happy community by empowering people through building their skills confidence and providing them with the opportunities to participate in their local community. BNCI operates with the emphasis on community development and social justice perspective and is managed by an elected Board of Management.

POSITION CONTEXT

The BNCI Neighbourhood Youth Project, known as Berkeley Youth Project, is funding through Targeted Early Intervention (TEI) and the Neighbourhood Youth Work Project (NYWP). The program offered targeted, structured programs for young people ages 12-24. The program requires promotion, coordinator, planning and implementation of structured, fun, interactive programs. The TEI program required support and advocacy as an essential component. The position required general knowledge regarding data collection and identification of target groups. The Youth Coordinator is responsible for completion of funding documentation, staff supervision, support and providing general direction to the youth work team.

In order to be considered for the role, the essential criteria must be addressed within your application.

ESSENTIAL CRITERIA

1. Qualifications in youth work/community services.
2. Current approved Working with Children Check.
3. Current First Aid Certificate.
4. Understanding of program development, evaluation and operating within budget.
5. Excellent communication skills, both oral and written.
6. Ability to work independently as well as ability to develop team approaches.
7. Demonstrated experience in facilitating learning opportunities with people from diverse educational, cultural and social backgrounds including Aboriginal and Torres Strait Islander people.
8. Demonstrated knowledge of youth development.
9. Demonstrated ability to work with young people who may have challenging behaviours to support, advocate and make referrals to appropriate services.
10. Demonstrated ability to follow directions & implement policy.
11. Demonstrated commitment to social justice.
12. Access to car with comprehensive insurance.
13. Willingness to complete Prohibited Person Check/declaration - National History Police Check.
14. Proof of COVID vaccinations.

DESIRABLE CRITERIA

15. Understanding of Neighbourhood/Community Centre's and the value of their work
16. Understanding and commitment to community management

HOW TO APPLY

To obtain Information pack of the Youth coordinator package by contacting Berkeley Neighbourhood Centre on 0242711661- mobile 049 7334 995 or via email manager@bnc.org.au

Email a cover letter and statement addressing the selection criteria to manager@bnc.org.au

Applications close Friday 30 September 2022