Margaret Jurd College

Job Description

Position: Adolescent Support Worker
Title: Youth Support Worker

MJC is a registered special school targeting young people with challenging behaviours. All students enrolled at MJC display challenging behaviours at a level that have led to their expulsion or exclusion from mainstream education. Behavioural disorder/ disabilities and/or mental illness accompany many of our students impacting on the choices they make and their ability to focus. Other issues facing our students are family breakdown, histories of abuse and or neglect, socio economic disadvantage etc.

Margaret Jurd College is unique in its holistic provision of care. The program consists of three key elements

- **Education Program**
  Students are provided with the secondary school syllabus up to and inclusive of School Certificate. Where possible students are encouraged and supported to work toward reintegration to mainstream education in order to broaden their opportunities and maintain mainstream social norms. On arrival our students generally have never received any awards or recognition for their positive efforts, at MJC this changes as their positive choices and efforts are recognized through a variety of measures.

- **Residential Program**
  As already mentioned the students at Margaret Jurd College come from a variety of backgrounds and situations. For many of them the support of a caring family is not available leaving them in need of residential support. Margaret Jurd College provides up to 5 residential placements for students in need of safe supported accommodation. Students in the residential program are provided with a living skills program to ensure that they acquire the skills necessary for independent living. Areas covered include cooking, cleaning, budgeting, personal hygiene etc. Respite support is also available for families who are in need of occasional respite support in order to maintain their child within the family unit.

- **Case Management**
  All students at Margaret Jurd College are provided with case management through our Case work team. Case Management enables young people to set their goals and take practical steps toward achieving them. Students learn how to look toward their future and strategically understand the impact their choices and behaviours have. Caseworkers support students in
class as they learn how to manage their frustration in an appropriate way whilst reaching their educational goals. 1:1 casework meetings and intervention allow students to address their emotional and relationship needs as well as plan out their goals and set strategies in achieving them.

Margaret Jurd College is the only school of its kind. It is the only school that provides such an extensive holistic program which incorporates all areas of the Childs individual need. Students show their desire to be here by their continual high level of attendance and their application in the programs.

**Statistics**

- **Age Range:** 12-17 years on intake.
- **Gender:** Male and Female
- **Class size:** 10 max
- **Zone:** Newcastle, Lake Macquarie and surrounding areas.

**Accountability:**

Responsible to the manager of The Margaret Jurd College.

**Essential Criteria:**

- Relevant Tertiary Qualifications in Welfare, Youth work or related fields
- Experience working with children who have emotional and/or behavioural problems.
- Ability to support young people in class with school work at a basic year 10 level.
- Ability to actively participate in the schools PE / Sports programme with students.
- Highly developed interpersonal communication that would make you an affective caseworker with young people who are disadvantaged.
- Demonstrated understanding of the educational impact of mental health and behavioural disorders.
- Demonstrated experience in facilitating group work programs to young people with challenging behaviours and/or learning problems.
- Demonstrated understanding of the social, emotional and family issues affecting young people with behavioural/mental health diagnosis and/or disadvantaged lives.
- An up to date, working knowledge and understanding of Child Protection Legislation, inclusive of the NSW Ombudsman Act 1974,
- Demonstrated experience working with clients who are at Risk
- Demonstrated written and interpersonal communication skills.
- A commitment to working within a team.
- A demonstrated understanding of WHS legislation
- Drivers License
- An understanding of and willingness to work within the ethics and beliefs of The Uniting Church of Australia.
- Ability to work 24 hour on-call within a 5 day on-call roster.
Desirable Criteria
1. First Aid Certificate
2. Computer literate in Microsoft Office.
3. Own vehicle

Casework
1. To provide case management support to young people aged 12 -17 who are clients of Margaret Jurd College
2. To maintain a sound knowledge of and adhere to the policies, procedures and philosophy of The Margaret Jurd College.
3. To provide appropriate emotional and practical support in relation to individual case management plans, educational plans and individual need.
4. To work in conjunction with teaching, residential, class room support staff and parents/carers for individual students’ case plan implementation across the program
5. Provide written reports as required by the manager.
6. To provide playground duty, sports duty and facilitation of group work programs as required by manager.
7. Attend team meetings and IEP meetings weekly or as required.
8. Maintain open communication with team members and manager to ensure consistency of service delivery
9. Provide reports as required by the manager of Margaret Jurd College inclusive of monthly casework reports.
10. Maintain accurate statistical information and client records necessary for accountability and reporting purposes
11. To regularly evaluate the Case Management program in conjunction with the Manager and team of Margaret Jurd College
12. To regularly record and review client’s progress and involvement during the program.
13. To make relevant referrals to specialist services.
14. To promote the Centre to relevant organizations and agencies
15. To attend staff training and professional development programs as required by the Manager of Margaret Jurd College.
16. To supervise clients on trips/excursions/camps.
17. To advise the Manager of any problems, difficulties, affecting the smooth running/operations of the Case Management program/ service delivery.
18. Facilitate and/or attend case conferences and case reviews as requested by the manager
19. Provide on-call support to the residential program within the On-Call roster of Margaret Jurd College
20. Maintain up to date knowledge and maintain a commitment to Occupational Health and Safety within the workplace.
21. Maintain up to date knowledge and a commitment to the implementation of child protection legislation within Margaret Jurd College
22. Provide input into policy development, reporting requirements and program development
Residential Care Duties

1. To provide residential support to young people aged 12 -16 who are clients of Margaret Jurd College.
2. To maintain a sound knowledge of and adhere to the policies, procedures and philosophy of The Margaret Jurd College.
3. To provide appropriate emotional and practical support in relation to individual case management plans, educational plans and individual need.
4. To work in conjunction with Teaching, case workers, class room support staff and parents/carers for individual students’ case plan implementation across the program.
5. Provide written reports to FACS in line with child protection legislation.
6. Attend weekly team meetings.
7. Maintain open communication with team members and manager to ensure consistency of service delivery.
8. Provide reports as required by the manager of Margaret Jurd College.
9. Maintain accurate statistical information and client records necessary for accountability and reporting purposes.
10. To regularly evaluate the Residential program in conjunction with the Manager and team of Margaret Jurd College.
11. To regularly record and review client’s progress and involvement during the program.
12. To meet with case workers regularly and make relevant recommendations regarding referrals to specialist services, follow up support etc.
13. To promote the Centre to relevant organizations and agencies.
14. To attend staff training and professional development programs as required by the Manager of Margaret Jurd College.
15. To supervise clients on outings.
16. To advise the Manager of any problems, difficulties, affecting the smooth running/operations of the Residential programme/service delivery.
17. Maintain up to date knowledge and maintain a commitment to Work Health and Safety within the workplace.
18. Maintain up to date knowledge and a commitment to the implementation of child protection legislation within Margaret Jurd College.
19. Provide input into policy development, reporting requirements and program development.

As per the Children and Young People Care and Protection Act 1998 (prohibited employment act 1998) All staff at Margaret Jurd College are subject to a Working With Children Check carried out by the employment screening unit of NSW Department of Education and Training.