



POSITION DESCRIPTION

Position Title:	Coordinated Care for Vulnerable Young People (CCYP) Senior Care Coordinator (4-5 days per week) (12 month – 2 year contract) negotiable
Reports to:	Manager YETI
Classification:	SCHCAD Award 6.1 – 7.3 (negotiable) plus generous salary packaging entitlements. (\$84,516 to \$94,864 + Superannuation)
Goal of Position:	The Coordinated Care for Vulnerable Young People (CCYP) initiative involves a number of government and non-government agencies working together to foster and nurture a consistent coordinated service response to support vulnerable young people. The goal of this position is to support CCYP to ensure vulnerable young people and their families have access to integrated support services that work collectively to improve their wellbeing.
Vision:	Youth Empowered Towards Independence
Mission:	To provide a community-based, empowering, supportive, responsive and healing environment that meets the needs of vulnerable young people through the provision of holistic services that foster social, emotional, spiritual and physical well-being.
Clients:	Vulnerable young people 8-17 years old and their families.
Key stakeholders:	<ul style="list-style-type: none">• CCYP signatory agencies including 11 government and non-government agencies and their relevant staff• CCYP Reference Group• North Queensland Primary Health Network• Other organisations that work in partnerships with us: Government, Aboriginal and Torres Strait Islander organisations; non-government organisations, volunteer agencies and businesses.
Our service practice principles:	<ul style="list-style-type: none">• Empowerment• Social justice and human rights• Accessibility and Acceptance• Trauma informed• Compassion and care• Integrity and respect• Harm minimisation• Learning and changing• Community focused

Primary /**Responsibilities:**

- (a) Mentor and support CCYP Care Teams to ensure outcome focused and coordinated service delivery
- (b) Act as interim lead of CCYP Care Teams where there is no agreed lead among CCYP partners
- (c) Develop, maintain and strengthen linkages between CCYP Panel and CCYP Care Teams by establishing a reporting and communication framework
- (d) Organise, develop, deliver and/or source training and development opportunities to support Care Team participants in the development of collaborative practice
- (e) Promote the benefits of CCYP among partner agencies to increase awareness and referrals
- (f) Work with CCYP partner agencies to promote the principles of integrated and wrap around service provision
- (g) Collect, store and use data and maintain an Information Management System to monitor and report on CCYP
- (h) Measure CCYP outcomes and evaluate effectiveness
- (i) Link in with other NQPHN care coordination roles in the region i.e. Mareeba, Atherton, Cooktown
- (j) Comply with relevant policies and procedures
- (k) Maintain confidentiality and privacy in all matters relating to staff, clients and operations

Other duties:

- Plan, manage and organise own work.
- Be proactive and participate in a collaborative and supportive team environment which is non-judgemental.
- Embrace cultural, ethnic and gender diversity and equality.
- Other miscellaneous duties as required.

Selection criteria:

1. Qualifications and demonstrated experience engaging vulnerable people.
2. Program coordination or leadership experience.
3. Highly developed communication, problem solving and teamwork skills.
4. Excellent time management, coordination and organisational skills.
5. Experience and capacity to work collaboratively and foster and maintain good working relationships,
6. Experience/understanding working from culturally safe frameworks in particular with people from Aboriginal and Torres Strait Island backgrounds.
7. An understanding of the impact of trauma on young people.
8. Ability to work independently with minimal direction as well as collaboratively within a multi-disciplinary team.
9. High level organisational skills including the ability to be flexible, set priorities, manage time efficiently, sound problem solving skills and the ability to use a range of IT tools/solutions (e.g., websites, Skype etc.).

Conditions of employment:

- Conditions as per SCHCAD Award Level 6-7
- Six months probationary period applies
- Have current "Working with Children & Young People" Blue Card or be willing to undergo a "Working with Children & Young People" Suitability Check and be successful in obtaining clearance.
- Driver's Licence

Information for Applicants:

Applicants are requested to provide a current resume with the names of two professional referees and a brief cover letter explaining your interest in the role.

Applications can be emailed in word format only to: amelia@yeti.net.au or posted to:

The Manager (Private & Confidential)
Youth Empowered Towards Independence
PO Box 172
Bungalow 4870

Applications close 4pm Friday 8th of June 2018