



<b>POSITION DESCRIPTION</b>	
<b>POSITION</b>	Multicultural Youth Worker - Armidale
<b>REPORTS TO</b>	Co-ordinator Settlement and Communities – New England
<b>DIRECT REPORTS</b>	N/A
<b>POSITION SUMMARY</b>	The Multicultural Youth Worker – Armidale will organize and facilitate a series of Youth Exchange Programs across the Northern region of NSW, bringing young people from migrant and refugee backgrounds together with other young people, including Aboriginal and Torres Strait Islander young people, to build community connections, understanding of cultural diversity and community resilience.
<b>LAST REVIEW</b>	November 2021

## Key Responsibilities and Accountabilities

- Organise and facilitate a series of Multicultural Exchange programs for youth and young adults across Northern NSW, in collaboration with the Multicultural Youth Worker – Newcastle
- Work with project partners and young people from the target group to develop and review a set of principles and values to underpin the Northern Youth Exchange program, which are reflective of the COMPACT Alliance objectives, and incorporate these values and principles into all elements of the project planning, reflection and implementation
- Collaborate with project partners in the planning, implementation and evaluation of the exchange programs, to provide a rich experience of cultural exchange, relationship building and mutual understanding for the participants
- Engage with multicultural youth and young adults through local networks in Armidale and surrounding areas to build their interest and capacity for engagement in the Youth Exchange programs
- Liaise with targeted schools and other relevant stakeholders regarding their participation in the exchange program, co-ordinate their engagement and/or negotiate the release of students for involvement in the youth exchange programs
- Organise a pictorial record of activities in the Multicultural Youth Exchange programs, and oversee a production of resources that can be shared internally and externally
- Develop and maintain a social media presence for Youth Exchange activities
- Build and support a network of Youth Exchange participants
- Participate actively in the COMPACT Alliance NSW network
- Liaise regularly with the Settlement and Communities Team members
- Document activities and provide reports for the funding body
- Take reasonable care of your own health and safety and take reasonable care that your acts or omissions do not adversely affect the health and safety of other employees or clients.
- Ensure appropriate and respectful workplace behavior at all times and promote a working environment which is free from discrimination, bullying and harassment.
- Undertake any other tasks, duties or specific projects within your area of skill and expertise, as required by NSS.



## POSITION REQUIREMENTS

### Essential

- Experience working with multicultural youth
- Sound knowledge and understanding of youth challenges, opportunities and community aspirations amongst the multicultural community.
- Stakeholder engagement skills and experience
- Understanding of culturally and linguistically diverse communities.
- Ability to collaborate with others, provide and accept advice and assistance from colleagues to meet common goals.
- Competency with Microsoft Word and other computer skills
- Demonstrated written and verbal communication
- Demonstrated strong time management skills and ability to work unsupervised.
- Reliable and prompt with a professional, neat and tidy appearance.

### Desirable

- Relevant Tertiary Qualifications
- Experience leading Youth, Community Outreach or Multicultural Programs
- Experience working in the Not-For-Profit sector

## SIGN OFF

I understand the Position Description as set out above and agree to fulfill the tasks and responsibilities to the best of my ability for Northern Settlement Services Limited.

<b>Print Name</b>			
<b>Signature</b>		<b>Date</b>	
<b>Manager Name</b>			
<b>Manager Signature</b>		<b>Date</b>	