

Youth Worker Job Description FS/2019/018

JOB TITLE: Youth Worker
DIVISION: Children's Services
REPORTS TO: Home Manager

ROLE PROFILE: The youth worker forms part of a professional team supporting children who live in our care. The youth worker is to ensure that all children in our care are being cared for and protected while living in residential care by implementing the child's permanency care plan. The youth worker needs to use a child-focussed approach and must endeavour to promote the child's best interest at all times.

TERMS AND CONDITIONS: The appointee will have basic salary of €18,934 per annum rising by annual increments of €470 up to a maximum of €22,224. After 3 years of satisfactory performance and subject to an interview, the employee will receive a basic salary of €21,550 per annum with annual increments of €480 up to a maximum of €23,470. All increments are inclusive of cost of living wage adjustment (COLA). The role also benefits from €700 annual car allowance as a fringe benefit and €480 degree allowance.

The new appointee will be required to undergo an induction phase and other relevant training which may be deemed necessary. The post is full-time and subject to twelve months probationary period. The person appointed will be subject to the rules and regulations of Fondazzjoni Sebh and the Archdiocese of Malta.

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KEY RESPONSIBILITIES:

Implementing the child's permanency care plan

- Work as part of a team to deliver high quality services to children and young people.
- Be one of the lead professionals in the children's home to ensure every child either has a permanency care plan or that the professionals are actively seeking to achieve one. The plan needs to cater for all the child's needs: placement, education, health, therapeutic, contact with family and extra-curricular activities.
- Implement the child's care plan and review its progress at least every 3 months.
- Build and maintain relationships with service-users.
- Ensure that the child's day to day programme is being followed.
- Prepare an individual weekly programme for each child, including extra-curricular activities.
- Attend appointments as and when required, including hospital, child guidance etc.

Working with children's families and other agencies

- Build and maintain a positive working relationship with the child's family as appropriate.
- Conduct home visits when necessary.
- Work in partnership with other professionals and attend meetings including case conferences, case reviews, school meetings, hospital meetings etc.
- Raise any issue of concern with the Home's management and with the field social worker.
- Work in partnership with other professionals and attend meetings including case conferences, case reviews, school meetings, hospital meetings etc.
- Ensure that work is undertaken in partnership with parents, children and other service-users.
- Establish, develop and maintain productive working relationships, through liaison and joint work with other agencies, organisations, groups and individuals within the team's operational remit.
- In collaboration with other team members create community support networks for service users and other residents who may benefit from such networks.
- Take lead to develop initiatives that will promote the well-being of service users.
- Liaise with other services providing support networks to service users.
- As the lead professional in the team, provide regular feedback to the other team members and guide him/her in interventions with families and at community level.

Registered Organisation: **VO/1622**

Member of the International Catholic Child Bureau

+356 2247 0900 72B, Triq Villambrosa, Hamrun HMR 1127

info@sebh.mt; www.sebh.mt

Policy and Practice

- Review of the Home's policies and procedures and recommend any changes to the Home Manager.
- Keep record of all interventions with service users.
- Keep all records in a safe and confidential manner as expected from a professional handling such sensitive information.
- Assist the Manager in producing a Management reports for the Management Board.
- Prepare ad hoc reports as requested by the respective Manager.
- Represent the organisation at external events and development fora.
- Participate in fund raising activities as required.
- Meet legislative and all relevant regulatory requirements.
- Complete other necessary duties as required by the senior management team.
- Ensure the values of Fondazzjoni Sebħ and the Archdiocese of Malta are upheld.
- Carry out duties in accordance with Fondazzjoni Sebħ principles, policies and procedures.

Other responsibilities

- Maintain a positive working relationship with the Home Manager, other team members, with volunteers and any students on placements.
- Participate in staff meetings, support groups, any meetings related to service and any other meetings as required.
- Participate in any administrative work required, particularly those related to the service.
- Keep him/herself updated in the field and attend when asked they are to participate in service training courses, seminars, and conferences which may be organized from time to time as part of their self- development training and responsibility towards the service.
- Attend regular supervision with the Home Manager or any other person appointed by senior management team.

MINIMUM REQUIREMENTS: Qualifications

In possession of a Bachelor's Degree in youth work or any qualification equivalent to youth work

SKILLS AND PERSONAL ATTRIBUTES:

- Embrace Fondazzjoni Sebħ's values

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- Committed to Fondazzjoni Sebħ's vision
- Strong written and verbal communication skills
- Self-motivated
- Resourceful and able to perform under pressure
- A victim-centred approach to working with victims of abuse
- Solid organisational and analytical skills
- Ability to manage multiple projects, priorities and deadlines
- Assertive and empathetic. A good listener with a non-defensive approach
- Willing to take responsibility and be accountable

HOW TO APPLY:

Please send a written statement detailing how your skills match the requirements listed in this job description and quoting Ref. FS/2019/018 , together with your CV and the contact details for 2 Referees to:

Mark Pellicano
Children's Services Manager
Fondazzjoni Sebħ
Email: info@sebh.mt

The Job Description will be reviewed on a regular basis and may be amended by the senior management team of Fondazzjoni Sebħ to reflect the needs of the service. This job description should be read in conjunction with the contract of service.

Fondazzjoni Sebħ's talent acquisition procedures reflect our commitment to protecting children and vulnerable adults from abuse and exploitation. To this aim we follow the policy and practice guidelines issued by the Archdiocese of Malta and the Safeguarding Commission. This role is subject to the background checks stipulated by the Protection of Minors (Registration) Act 2011.

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