

Team Leader – Community Youth Justice

STATEMENT OF DUTIES

JANUARY 2025

Number	501672, 514227, 519758, 501599
Portfolio	Services for Youth Justice
Branch	Community Youth Justice
Section/Unit/School	N/A
Supervisor	Relevant Manager
Award/Agreement	Allied Health Professionals Public Sector Union Wages Agreement
Classification	Allied Health Professional Level 4
Employment Conditions	Permanent, Full-time 76 hours per fortnight, 52 weeks per year including 4 weeks annual leave
Location	Statewide
Check Type	Schedule 1
Check Frequency	Pre-employment

Context

Community Youth Justice works with young people to reduce offending behavior through community-based diversion and rehabilitation programs. The focus is on working together with the community, other service delivery agencies and the young people themselves. The emphasis is placed on encouraging young people to take responsibility for their offences, and where possible, divert them from the criminal justice system. Community based services such as community conferencing, community service orders and supervision support are provided by the three Community Youth Justice Teams in the North West, North and South of the State.

Primary Purpose

Within this context the Team Leader of Community Youth Justice will be a role model for the service, providing professional clinical leadership and expert guidance in the management and coordination of a team in order to:

- Provide complex services, information and recommendations to the Magistrates Court (Specialist Youth Division) and the Supreme Court in relation to sentencing and interventions under the Youth Justice Act.
- Identify, develop, tailor and deliver programs within a restorative and rehabilitative framework that provides local communities, young people and families with the tools, information and support to create positive change and contribute productively to society.
- Establish and maintain professional relationships with a range of government and non-government stakeholders to connect young people to services appropriate to their assessed criminogenic needs and monitor the progress of the young person.

Level of Responsibility/Direction and Supervision

The Team Leader works autonomously under the broad supervision of the Manager of Youth Justice to coordinate the assigned financial, human and physical resources of a team responsible for the delivery of effective services and supports for a cohort with complex needs.

The Team Leader has overall responsibility for the day-to-day activities of the assigned Community Youth Justice team and will:

- Provide professional clinical supervision and mentorship to Youth Justice Workers, Youth Justice Practitioners, Youth Workers, unit coordinators and other staff as appropriate.
- Maintain a contemporary knowledge of evidence-based assessment and interventions, relevant frameworks, legislation, and the regulatory environment.
- Ensure statutory delegations assigned to team members are understood and exercised prudently and in accordance with any specified limitations.
- Maintain any workplace under their control to a standard that complies with the Tasmanian Work Health and Safety Act.
- The occupant is required to undertake statutory duties, being a Youth Justice Worker pursuant to the Youth Justice Act 1997 and a prescribed person under the Children, Young Persons and Their Families Act 1997.

It is the responsibility of the occupant to actively participate, promote and model behaviours which are consistent with the Department's commitment to the safety and wellbeing of children and young people. This includes the prevention, identification and reporting of child abuse and behaviours which are not consistent with the Department's values.

The occupant is responsible for complying with all Agency policies and procedures, including those relating to fraud and corruption control, record management, confidentiality, conduct and behaviour, mandatory reporting, education, training and assessment.

The Department has a range of delegations across the operational portfolio's which include Finance, People Services and Support (HR) and Facilities. The occupant is responsible for ascertaining the delegations that are assigned to these duties and is expected to exercise any applicable delegations prudently and in accordance with a range of Acts, Regulations, Awards, administrative authorities and functional arrangements.

Primary Duties

1. Provide professional leadership, supervision and direction to youth justice staff and facilitators to promote and support high standards of professional practice and program fidelity in evidence-based assessment and interventions, court support and community conferencing to young people engaged in the youth justice system.
2. Model ethical and reflective practice and provide opportunities to improve staff skills and capabilities through the coordination of group supervision, complex case consultation, critical reflection on practice, mentorship and identification of professional development needs.
3. Develop and maintain effective strategic partnerships with Government and Non-Government Agencies to ensure a multidisciplinary and culturally appropriate response to meeting the needs of justice engaged young people, including educating the broader sector on the role and purpose of youth justice.
4. Lead practice with high-risk and extremely complex young people, requiring the negotiation and coordination of supports, preparation of sensitive high-level documentation and utilisation of appropriate escalation pathways which may exist outside of Agency.
5. As part of the state-wide community youth justice leadership team, work closely with other Services for Youth Justice and DECYP business units on the evaluation of client outcomes and development and implementation of policy, procedure and criminogenic programs to ensure interventions are current and effective.
6. As part of the state-wide community youth justice leadership team, work closely with other Services for Youth Justice and DECYP business units on the development, implementation and evaluation of policy, procedure and programs.
7. The incumbent can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying positions at this classification level.
8. In accordance with the *Work Health and Safety Act 2012* the incumbent will actively participate in and contribute to the maintenance of safe working conditions and practices, including the development and implementation of improvement initiatives, safeguarding practices and all mandatory training requirements.

Selection Criteria

The following specific selection criteria must be addressed by candidates. The nominated position objective and duties contained in this statement of duties must also be used to assist in the interpretation of these selection criteria.

1. Advanced level of knowledge and extensive experience in evidence-based programs and practices with young people who offend, together with an understanding of the significant trauma, co-morbidities and disadvantages young people experience and the ability to apply this in practice.
2. Demonstrated contemporary leadership, clinical supervision and management skills within a human services environment subject to a high degree of uncertainty and competing priorities, with the capacity to display a high-level of professional judgement, initiative, and influence to ensure effective and efficient service delivery and outcomes for young people.
3. Demonstrated commitment to continuous improvement, research and ongoing professional development as part of a multidisciplinary team, together with the ability to identify, interpret and apply relevant policies and legislation, Work Health and Safety responsibilities, and risk management strategies.
4. Highly developed interpersonal skills with experience in utilising resilience in challenging situations, coupled with the ability to build productive relationships with stakeholders to effectively resolve complex and sensitive issues for young people.
5. High-level written and verbal communication skills with the ability to prepare concise and succinct professional documentation and provide recommendations which accurately reflect gathered information, professional considerations and final decisions or actions.
6. A demonstrated capacity to commit to the Department's values, with the ability to apply them through individual behaviours and actions.

Requirements

Registration/licences that are essential requirements of this role must remain current and valid at all times whilst employed and the status of these may be checked at any time during employment. It is the employee's responsibility to advise the Department if there is any change to the status of a registration/licence. This includes notifying the Department of any new criminal charges or convictions and/or if a registration/licence is revoked, cancelled or has conditions applied.

Essential

- Current Tasmanian Registration to Work with Vulnerable People (Registration Status – Employment)
- The Head of the State Service has determined that the person nominated for this job is to satisfy a pre-employment check before taking up the appointment, on promotion or transfer. The following checks are to be conducted:

1 Conviction checks in the following areas:

- a) crimes of violence
- b) sex related offences
- c) serious drug offences
- d) crimes involving dishonesty
- e) serious traffic offences

2 Identification check

3 Disciplinary actions in previous employment check

- Satisfactory completion of an approved allied health professional tertiary qualification/program of study and registered with the relevant National Board or, in the case of self-regulated allied health professions, full membership/eligible for membership with the relevant professional association.

Desirable

- Post graduate qualifications in a relevant discipline
- Current First Aid Certificate
- Current Driver's Licence

Working within the Department for Education, Children and Young People



Connection



Courage



Growth



Respect



Responsibility

Our values of **Connection, Courage, Growth, Respect, Responsibility** represent the foundation of our Department's culture and guide us in all that we do to ensure **Bright lives. Positive futures** for every child and young person in Tasmania.

We bring our values to life through our everyday behaviours and actions. We want to attract, recruit and retain people who uphold these values and are committed to building a strong values-based culture.

Our Department is committed to building inclusive workplaces and a workforce that reflects the diversity of the community we serve. We do this through a culture that ensures everyone is respected, and has equal access to opportunities and resources. We recognise and respect individual differences as well as people's career path, life experiences and education, and we value how these differences can have a positive influence on problem solving, team dynamics and decision making within our organisation.

We are committed to providing a safe workplace for all employees and have zero tolerance to all forms of violence, including child abuse and harm. The Department is a smoke-free

work environment, and smoking is prohibited in all State Government workplaces, including vehicles and vessels.

Employment within the Department is governed by the *State Service Act 2000*. All employees are responsible for ensuring that the standards of behaviour and conduct specified in the State Service Principles and Code of Conduct are adhered to. All employees are expected to act ethically and with integrity in the undertaking of their duties. Employees who breach the code of conduct may have sanctions imposed.

The State Service Principles and Code of Conduct are contained in the *State Service Act 2000* and can be found on the State Service Management Office website at <http://www.dpac.tas.gov.au/divisions/ssmo> together with Employment Direction No. 2 *State Service Principles*. All employees must read these and ensure they understand their responsibilities.

All employees are expected to utilise information management systems in a responsible manner in line with the DECYP Condition of Use policy statement located at [Department for Education, Children And Young People: Information technology policies](#)

Commitment to Children and Young People

This is a Department built entirely for children, young people and their communities. Our ultimate goal is to work together to ensure that every child and young person in Tasmania is known, safe, well and learning. The child is at the centre of everything we do, and the way we do it.

The Department is committed to providing a culturally safe environment which upholds the safety and wellbeing of all children and young people in Tasmania. The Department's Safeguarding Framework, *Safe. Secure. Supported.* underpins this commitment.

All employees must demonstrate and model behaviours which value and respect children and young people, show a commitment to child safety and wellbeing, and display an understanding of the developmental needs of children and culturally safe practices relevant to their position.

APPROVED BY PSS DELEGATE: 520040, Manager – Recruitment Operations – January 2025
Request: Date Duties and Selection Criteria Last Reviewed: 01/25 SW
