



POSITION DESCRIPTION

Light Up - Youth Resilience Program

Light Up Program Facilitator

Position Title:	Light Up Program Facilitator
Reports to:	Light Up Program Lead
Responsible for:	Delivering Light Up Workshops to young people in schools, Juvenile Justice Centres and other youth groups.
Location:	Weave Youth and Community Services, Cnr Elizabeth and Allen Streets, Waterloo
Employment Details and Remuneration:	
Employer:	Weave Youth and Community Services Inc.
Status:	Fulltime and/or part-time employment available pending experience and availability
Award:	Social Community Home Care and Disability Services Industry Award 2010 (SCHCADS)
Grade:	SCHCADS SACS Level 4.1 - 4.4 \$37.02 - \$39.89 per hour depending on qualifications and experience
Benefits:	Superannuation @ 9.5% and leave loading @ 17.5% plus generous wage packaging/salary sacrifice available

PROGRAM DESCRIPTION:

Light Up is a youth resilience program for high school aged young people. The workshops are designed to empower and build resilience in young people to reduce the impacts of mental health issues and youth suicide rates by helping participants navigate the challenges life throws at them. Light Up workshops are about creating a safe and nurturing space for young people to have the hard conversations and shed a light on issues often kept in the dark.

Please see a video of our program [here](#)

Light Up aims to:

- Empower young people with knowledge and skills
- Encourage young people to reach out for support
- Equip young people to make more informed life choices
- Connect young people to themselves, to others and the wider community



- Build resilience in young people so they know they can bounce back from hard times
- Develop young peoples' capacity to empathise and be kind and compassionate to each other
- Give young people hope for their future

SUMMARY OF POSITION:

The Light Up Facilitator will deliver weekly workshops alongside other Light Up Facilitators and Peer Educators in selected schools, youth services and Juvenile Justice Centres. This position is 80% facilitation and 20% program-related tasks that contribute to the wider program. These tasks may include liaising with schools, development of documentation and lesson content, evaluation, reporting, data collection and recording. Light Up Facilitator's are required to ensure they are fully prepared for each lesson, and attend compulsory weekly team planning sessions. The Facilitators will be required to attend specific training for professional development and assist the Program Coordinator where necessary on a variety of tasks to support the overall program.

KEY RESPONSIBILITIES:

Program Facilitation

- Co-facilitate weekly Light Up workshops alongside other Light Up facilitation team members
- Engage and build rapport with students with complex needs
- Manage challenging behaviours
- Facilitate and interact with students in a trauma-informed way
- Attend compulsory weekly planning sessions at Weave Waterloo office
- Be fully prepared for each session including practicing allocated sections and understanding timing involved
- Effectively communicate and work with Light Up team members
- Assist with coordination and support of Peer Educators
- Manage relationships/main liaison points with allocated schools and other services as required

Broader Program Tasks

- Contribute to lesson content when required
- Collect and collate program data and statistics
- Assist with program evaluation and reporting
- Collect student and school feedback and evaluations
- Program preparation and organisation
- Prepare feedback reporting for schools



- Contribute to program content as required
- Complete fortnightly timesheets for approval by Program Coordinator that reflect hours worked
- Attend monthly supervision with Program Coordinator and external supervision as required
- Attend necessary program and organisational training as required
- Attend program and organisational meetings as required
- Attend meetings with prospective schools/ interested groups as required

GENERAL RESPONSIBILITIES OF ALL WEAVE STAFF:

- Work as part of the wider Weave team displaying effective team membership.
- Participate in Weave staff meetings, retreats, planning days, training and performance appraisal as required.
- Perform all duties in accordance with the Weave Code of Conduct and Weave policies and procedures.
- Maintain a commitment to EEO policy and WHS safety standards, ethical practice principles and a commitment to the principles of cultural diversity.
- Take responsibility to ensure that Weave is a warm, inviting and hospitable environment for everyone to be. Treat people like you would if they were guests in your home.
- Notice when things are untidy and clean up as needed.
- Make sure all visitors to the centre are welcomed and looked after including offering cups of tea, coffee, water etc. and that they get the assistance they came for, or at least information and referral if Weave cannot assist directly.
- Hospitality is a shared responsibility of the whole of the Weave team and is included in the job descriptions of all staff.
- Expectations of workers roles can change according to the needs of the community and available resources.

SELECTION CRITERIA

Qualifications, experience and mandatory requirements

- Relevant tertiary qualification/s in Social Work, Community Services, Youth Work, Social Sciences or similar.
- Facilitation skills running groups and workshops.
- Knowledge and understanding of complex trauma and social/emotional health issues including mental health, substance use and suicide.
- Demonstrated experience working with Aboriginal people and communities.
- Understanding of and ability to work in a trauma informed, strength based, culturally safe way.



- NSW Working with Children Check.
- Driver's License and willingness to use own vehicle for work purposes when required - generous mileage allowance available.

Skills and attributes

- Highly developed time management and organisational skills demonstrating attention to detail and the ability to prioritise and complete tasks in a timely manner.
- Ability to work independently and use initiative.
- Strong analytical and problem-solving skills.
- Strong communication skills, both verbal and written.
- Demonstrated interpersonal and relationship building skills.
- Ability to manage challenging behaviour.
- Resilience, and strong emotional intelligence.
- Ability to work as a team member and with a high degree of autonomy.
- Strong computer and IT literacy skills.
- Friendly, positive and non judgmental outlook.
- Common sense and excellent sense of humour.

Desirable

- Experience facilitating groups and camps.