

POSITION DESCRIPTION



Role Title: *Residential Young person Worker (Community Based Residential Home)*

Business Unit: *Child & Family Services*

Reports to: *Team Leader - Social Work*

Salary Band: *Social Services Band D*

Barnardos is New Zealand's leading children's charity, doing more for Kiwi kids. Every year our services and people make a real and positive difference in the lives of thousands of children, young people and their families.

Our vision / moemoeā

An Aotearoa New Zealand where every child shines bright.

Our mission/kaupapa

Be the voice and greatest fan of the next generation

Shape brighter futures via early education and targeted social services

Create insightful ways to empower tamariki/children to shine bright

Our Guiding Principles

Kotahitanga - Unity

Ata Whakarongo - Hear with Intent

Māiatanga - Realise Potential

Kaikōkiritanga - Progress with Purpose

Mahi tōtika - Do the Right Things Well

Barnardos is committed to the Treaty of Waitangi as a founding document of New Zealand

Purpose of the role:

The purpose of the role is to be responsible for the daily care of young people in Barnardos community based residential homes within the framework of the policies and practices of Barnardos, key agencies Oranga Tamariki and Community Based Treatment providers to achieve the best possible outcomes for the young people by providing a safe and nurturing environment for a young person to grow and develop in a residential facility.

Purpose of the Business Unit:

Child and Family Services through its residences provides a comprehensive support and programmes for young people who have been referred by Oranga Tamariki offices and other agencies from throughout New Zealand. Through our work young people are safe from physical and emotional harm; their capability and resilience and that of their family/whanau is strengthened; they are empowered for the future and are better understood and valued in their homes and communities.

Key Result Areas

Working with Young People

Outcome: Young people are motivated, assisted and supported while in community based residences.

Key responsibilities include:

- Ensure young people comply with rules, routines and expectations and participate in all parts of the daily programmes
- Ensure young people are regularly monitored and assessed
- Predict and plan appropriate interventions to ensure safety, consistency and achievements for young people.
- Maintain knowledge of each young person's safety and coping plans.
- Ensure young people reach their short and long term goals
- Ensure that all the needs of young people are met, particularly in terms of personal hygiene, diet and health including recreational and life skills.
- Develop, facilitate, monitor and evaluate programmed activities for all young person at all times during assigned duties to enhance physical, social, emotional and intellectual development of young people in community based residential care.

Administration

Outcome: All required documentation is completed accurately and within required timeframes following policies and practices of Barnardos.

Key responsibilities include:

- End of shift reports and notes are completed for appropriate handover processes
- Any issues/incidents/accidents that require escalation are identified and notified.
- Sign-in/out book, timesheets and all documentation is completed and submitted within applicable timeframes
- Unplanned absences are notified to appropriate manager in a timely manner
- All security requirements are met on ongoing basis

Relationships

Outcome: Professional relationships are maintained at all times between young people and staff

Key responsibilities include:

- Demonstrate use of appropriate language, conversation, touch, personal space and personal disclosure in all involvement with young people
- Ensure that all relationships are built with consideration of the Barnardos mission and guiding principles



- Effective functioning of the shift staff is evident with a sharing of roles and tasks; planning and providing accurate and fair feedback.
- Comply with all lawful and reasonable instructions by Team Leader – Social Work.

Ngā Pou e Whā (Māori Strategy)

Outcome: All work at Barnardos is guided and informed by Ngā Pou e Whā the Barnardos Maori Strategy.

- Key responsibilities include:**
- Have a sound understanding of the principles of Ngā Pou e Whā, the Treaty of Waitangi and the ability to apply them to everyday practice.
 - Ensure that all relationships are built with consideration of the Barnardos principles and Ngā Pou e Whā, (Maori strategy).

Health, Safety and Environment

Outcome: A safe and healthy working environment is maintained at all times.

- Key responsibilities include:**
- Take individual responsibility for Health and Safety practices.
 - Comply with occupational health and safety legislation and regulations.
 - Be familiar with and observe all safe work policies, procedures and instructions.
 - Promote and participate in health and safety, maintain a safe workplace, and ensure that all equipment is used correctly at all times.
 - Take responsibility for own health and safety and ensure no action or inaction on your part harms others in the workplace.

Projects or Other Duties as Required

Outcome: The team and function meets its purpose and strategy.

- Key responsibilities include:**
- Perform other duties which may reasonably be required which fit the role's purpose, and for which the position holder is qualified or has received adequate training or instructions

Key Relationships

All Barnardos employees have a responsibility for developing and maintaining excellent relationships. In this role, the **key relationships** to be developed are as follows:

Within Barnardos NZ	Outside Barnardos NZ
Team Leader – Social Work	Oranga Tamariki Social Workers
Residential Manager	Family/whanau



Barnardos administrative staff	Other agencies support staff
	Management & staff of recreational, educational facilities

Person Specification

Qualifications (or equivalent level of learning)

Essential	Desirable
Relevant human services professional qualification or studying towards one	Knowledge implementation of Children, Young Persons & their Families Act 1999
Full clean current NZ Drivers licence	1 st Aid Certificate

Experience

Essential	Desirable
At least 1 year working with young people who present 'challenging behaviours'	Understanding the preferred model of community based residential treatment
Worked within structured environment with strong protocols and practices	Experienced working collaboratively in a multi-skilled team

Knowledge

Essential	Desirable
Knowledgeable of Treaty of Waitangi and understands implications for working in a residential programme	Demonstrates well developed conflict resolution skills and ability to manage pressures effectively
Able to respond to needs of young person whose culture is different from own	

Skills and Competencies

Essential	Desirable
Able to work in a structured environment	Has good self-care strategies in place and understands issues faced by community based residential staff
Communicates clear expectations and boundaries with firmness and respect	Has an alignment with Barnardos values and demonstrates this in aspects of daily practice
Has the ability to talk and listen to young person	
Has effective written and oral communication skills	



Vulnerable Children Act 2014 : This role is a Core Children’s Worker under the Vulnerable Children Act 2014.

Delegations and Authority

Human Resources

- No formal responsibility for staff.

Financial – Budgetary and Expenditure Limits

- No authority to commit to expenditure.
- **Purchase Orders**
 - No authority to approve or issue purchase orders.
- **Purchase Card (Freedom Card)**
 - No authority to use a Purchase Card (P-Card)

Correspondence

- No authority to sign external correspondence

Authorisation of Position Description

Positions in Barnardos may change over time as the organisation evolves and priorities change. Responsibilities for this position may change as the job evolves over time and such change may be initiated as necessary by the manager of this position. all changes must be approved by the relevant Executive Leadership Team (ELT) member.

Authorised by:	<i>Operations Manager, Residential Services</i>	Date authorised:	
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