



Aboriginal Youth Support Coordinator Service Delivery

Aboriginality is considered essential for this position under section 50(d) of the Western Australian Equal Opportunity Act.

Position number	00039542
Agreement	Public Sector CSA Agreement 2024 or as replaced
Classification	Level 4
Reports to	Program Coordinator (School Administrator Level 3)
Direct reports	Nil

Context

The Department of Education's strategic directions outline the commitment for every child, from Kindergarten to Year 12 to have access to high quality education underpinned by excellence in teaching and quality leadership. This is an education that meets the needs of the learner, preparing them for future success.

Statewide Services provides the services and supports required by schools to enable student achievement, with a focus on those students and schools that need it most. It encompasses both school and system-facing service delivery. While it primarily exists to support schools, it also has an important system-facing role supporting strategy and policy development.

Service Delivery is the key interface with schools. Its purpose is to plan, coordinate and deliver targeted services that support schools and regions to improve student achievement. The Service Planning and Coordination (SPC) Directorate enables the delivery of an integrated service to support schools to improve student achievement and educational outcomes.

Family and Interagency Response in Education (FAIRE) is a multidisciplinary team within SPC, that provides short-term intensive support to students presenting with the most complex needs, their families, as well as planning support to schools and regions, where required. Service provision can include identifying areas of need with families and supporting engagement with external services, partnering with services to increase the effectiveness of wraparound support, collaboration with key stakeholders and services to allow consistent support, collaboration with regional services staff to identify and respond to complex needs, and connecting Aboriginal families and young people with culturally appropriate agencies and supports.

Visit education.wa.edu.au to find out more information about the Department of Education.

Key responsibilities

- Provide individualised case coordination and support services, including referrals, to Aboriginal students facing difficulties.
- Conduct home visits to support service delivery to Aboriginal students and their families.
- Provide coordinated support to regions and to schools to improve the quality of teaching, student achievement, and educational outcomes.
- Provide support and advice to Aboriginal students and their families and broker access to other providers offering the most relevant service to meet circumstances.
- Actively participate in multidisciplinary team meetings and with educational stakeholders and other agencies as appropriate, including the provision of information and consultancy advice as required.
- Research pathways and support young people to access alternative pathways to a range of education, training and employment options where appropriate.
- Connect young Aboriginal people to appropriate local youth and external services.
- Develop and maintain an effective network of youth, employment, education and training, health and support services relevant to young Aboriginal people and their families, across the state.
- Provide subject matter expertise to inform the development of system-wide professional learning, resources and system responses.
- Provide Aboriginal perspective, knowledge and understandings to support the work of building the capacity of staff to strengthen cultural responsiveness and improve outcomes for Aboriginal students.
- Maintain case notes and record systems, analyse data and prepare information to develop and monitor plans.
- Support and monitor the delivery of support to schools and regions, with a focus on developing and implementing whole-school approaches that improve the quality of teaching and improve student achievement in these identified schools.
- Support development of related/complementary services and resources that align with and support system priorities and the contextual needs of individual schools and their communities.
- Support and coordinate provision of subject matter expertise as required to inform and contribute to system responses, such as briefings, reports and Ministerial communication.
- Work within teams and across business units to ensure integrated service delivery to schools and the system.
- Work in a culturally responsive and context specific manner to productively and respectfully engage stakeholders.

Selection criteria

1. Demonstrated knowledge of issues and needs of young Aboriginal people, families and communities and experience in applying that knowledge to the education sector.
2. Demonstrated well developed conceptual and analytical skills, including the ability to identify and clarify issues and problems and generate strategies to address them.
3. Demonstrated well developed organisational skills with the ability to prioritise tasks to meet deadlines and work autonomously and collaboratively within a team environment.
4. Demonstrated skills and experience in working with individuals or small groups of Aboriginal students experiencing difficulties.

5. Demonstrated well developed oral, written and interpersonal communication skills with the ability to establish and maintain effective working relationships, negotiate and resolve conflict.

Eligibility and training requirements

Aboriginality is considered essential for this position under section 50(d) of the Western Australian Equal Opportunity Act.

Employees will be required to:

- consent to a Nationally Coordinated Criminal History Check and obtain a current Screening Clearance Number issued by the Department of Education's Screening Unit prior to commencement of employment
- obtain or hold a current Working with Children Check
- complete the Department's induction program within 3 months of commencement
- complete any training specific to this role required by Departmental policy
- complete the Department's training in Accountable and Ethical Decision-Making within 6 months of appointment and every 3 years thereafter
- complete the Department's Aboriginal and Torres Strait Islander cultural awareness online course within 3 months of commencement.

Certification

The details contained in this document are an accurate statement of the responsibilities and other requirements of the position.

ENDORSED

Date 30 January 2025
Reference D25/0138555