

Youth Bail Support Worker

Level 5

Geraldton Office

Job Description

Legal Aid Western Australia's Youth Bail Service, Geraldton, provides non-legal support to young people aged 10 to 18 who are seeking bail or who are on bail. Bail Support Workers case manage clients while they are on bail and support them to comply with bail conditions. They liaise with our legal team, assess clients support and treatment needs, link clients to support services and programs and provide practical assistance to help clients integrate into community support networks.

About Legal Aid Western Australia

Legal Aid Western Australia provides information and resources to assist the community with their legal concerns and offers a range of services aimed at target groups or individuals with particular legal problems. Through our regional offices and main office in Perth and working in partnership with private practitioners and other service providers, we are committed to providing equitable access to services, regardless of regional and time constraints.

Assistance is designed to help people resolve their problems at the earliest opportunity, to improve their access to the law, to avoid unnecessary litigation, and to ensure that legal representation is in keeping with community expectations of fairness.

Our Vision, Mission and Values

Vision

Equitable access to justice to support a fair and safe community.

Mission

To assist the community by providing quality and timely legal help to those who need our assistance.

Values

Making a difference: We're committed to helping people understand and protect their rights.

Client-centred: We put clients at the centre of everything we do.

Respect: We care about our clients and the community in which we live.

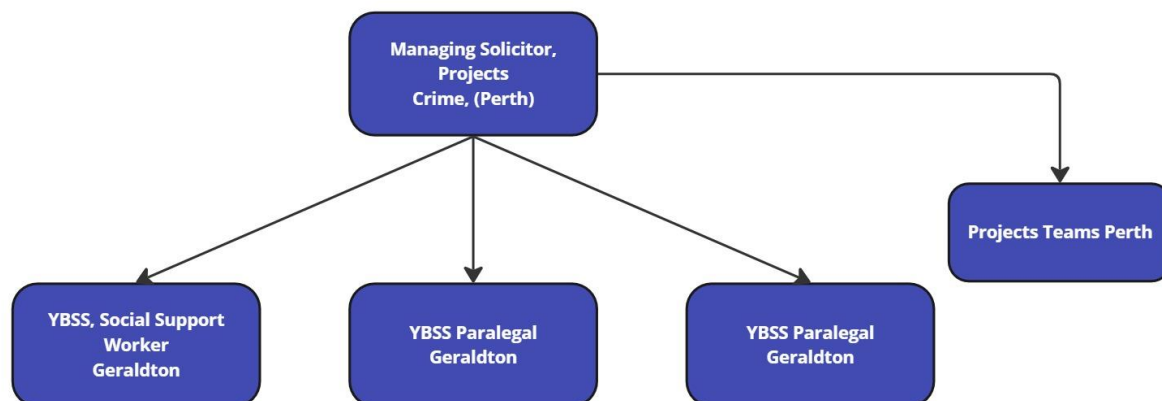
Innovation: We're committed to continuous improvement

Transparency: We are an open and accountable organisation.

Reporting Relationships

Criminal Law Division

Youth Bail Support – Geraldton Office



Scope of Duties

- Liaises and negotiates with team members and community-based service agencies regarding the provision of appropriate support services to clients.
- Undertakes case work activities including analyzing client needs, formulating and implementing support plans, and liaising with families and external agencies, as required.
- Attends offsite locations, including homes, schools and other community locations, to meet with clients and their support people.
- Provide follow up services and ongoing support, including transport, to clients to meet the requirements of bail conditions, comply with any court orders and attend external programs.
- Liaise on a regular basis with Legal Aid WA lawyers to ensure all relevant information is provided to the client's legal representative and keeping fully informed of the client's legal circumstances and needs.
- Provide oral or written reports to the client's legal representative for the purpose of court proceedings outlining the client's participation in any external programs and general progress while engaged on the Youth Bail Support Service.
- Undertake day-to-day administrative duties including data entry, file management and preparing and dealing with court documents.

- Liaises with appropriate cultural and indigenous services and communities to ensure culturally appropriate support and referrals for Aboriginal clients.
- Participates in team activities to plan and deliver services and promotes teamwork within the multi-disciplinary team, including peer support.
- Acts as a consultant to the multidisciplinary team in the areas of mental health, cognitive impairments and illicit drug misuse.
- Maintains and collates statistical data, as required.
- Participates in the development and review of standards of practice, policies and procedures.
- Participates in continuous professional development to maintain professional standards and technical skills, and actively participates in the supervisory/peer review process.
- Leads by example and models appropriate behaviors.
- Perform other duties as required.

Selection Criteria

Only the criteria in bold must be addressed in applicant's written application and resume. These and the remaining selection criteria will be assessed through interview or alternative selection methods.

ESSENTIAL

- The ability to deal assertively and courteously with, and discern the needs of emotional and aggressive clients.
- **Demonstrated knowledge of Western Australian community-based advice/support services.**
- Knowledge and experience in working with people from Aboriginal and Torres Strait Islander or other culturally and linguistically diverse backgrounds.
- **Extensive case work experience and demonstrated ability to work with and case manage challenging clients.**
- Demonstrated ability to provide social work services including assessment, treatment planning and clinical interventions for people with psychosocial and mental health problems.
- **Knowledge of social work theory, practice and policy in the areas of mental health, cognitive disability, domestic violence and illicit drug misuse.**

ESSENTIAL REQUIRED CORE COMPETENCIES

These are essential criteria for appointment to all Legal Aid WA positions. Refer to the Core Competencies Matrix in the Application Guidelines.

- **Committed to the principles of social justice.**
- Values people, partnership and teamwork. (High Priority)
- Willingness to learn and share knowledge with others. (High Priority)
- Outcome and service focused. (High Priority)

QUALIFICATIONS / LICENCES

It is important that you set out clearly in your application a summary of your qualifications and attach a copy of relevant qualifications with your application.

- Completion of or progress towards a tertiary qualification in social work, community services or related discipline. **(Desirable)**
- 'C' Class Western Australian Driver's licence or equivalent. **(Essential)**

All appointments to Legal Aid Western Australia are subject to satisfactory National Police History Check and 100 point identification check.