

JOB DESCRIPTION & PERSON SPECIFICATION

College Department:	Wellbeing
Position Title:	Christian Youth Worker
Position Classification:	Lutheran School Officer Grade 3
Tenure:	As per Employment Agreement

COLLEGE PURPOSE

We are a welcoming, caring, Christ-centred learning community where students grow, flourish and are inspired to make a difference.

COMMITMENT TO CHILD SAFETY AND WELLBEING

St Martins Lutheran College has a zero-tolerance approach regarding harm to children and young people and are committed to acting in students' best interests and keeping them safe from harm.

Each member of the College has a responsibility to understand the important and specific role that they play individually, and collectively, to ensure that the wellbeing and safety of all students is at the forefront of all that they do, and every decision that they make.

JOB DESCRIPTION

1. Summary of the broad purpose of the job in relation to the College's goals.

The Youth Worker provides a confidential, professional, and Christ-centred mentoring and pastoral care service to students, promoting emotional health, wellbeing, and spiritual growth.

The Youth Worker is an essential member of the College's Wellbeing and Ministry Teams, working closely with the College Counsellor, Director of Ministry, Head of Wellbeing and other staff. They will offer proactive support in monitoring and guiding students' pastoral development, walking alongside them in both life and faith.

The Youth Worker will advocate and collaborate to promote student success, support preventive services, and respond to identified student needs through programs and practices that nurture personal, social, and spiritual development. They will bring a Christian perspective to their role, modelling Christlike care and encouraging students to experience God's love in their everyday lives.

2. Reporting / Working Relationships

The Christian Youth Worker reports to the Head of Wellbeing (R-12). They will work closely with the Director of Ministry, Director of R-6 Village, Director of Student Engagement (7-12), College Counsellor, Year Level Leaders, Student Engagement Coordinator (R-6), students, staff and occasionally, parents.

3. Special Conditions

The Christian Youth Worker is employed under the terms and conditions specified in the Lutheran Schools Enterprise Agreement.

4. Extent of Authority

They exercise initiative within clearly defined policies, procedures, and practices. The role is expected to use sound judgement in day-to-day situations while referring matters related to student wellbeing or safety to the appropriate leader or staff member.

5. Statement of Key Outcomes & Associated Activities

Student Support and Pastoral Care

- Be approachable and accessible to students during recess, lunchtimes, and other informal times.
- Respond promptly and compassionately to student behaviours, concerns, or needs, providing emotional and practical support.
- Offer pastoral guidance to help students overcome personal or social difficulties, grounded in care, empathy, and biblical principles.
- Encourage student attendance, engagement, and belonging through both wellbeing and ministry-focused initiatives.
- Support students in developing positive behaviours, attitudes, and life skills through Restorative Practices and principles of Christian reconciliation.

Wellbeing Programs and Activities

- Plan, facilitate, or assist with small groups and activities that promote identity, resilience, relationships, and social skills from a Christian perspective.
- Identify and recommend suitable resources for students and families, including both faith-based materials and broader wellbeing supports (e.g. SchoolTV, Beyond Blue, Kids Helpline).
- Collaborate with others to promote programs that strengthen students' sense of connection, purpose, and wellbeing.

Collaboration and Referral

- Work collaboratively as a member of the Wellbeing, Ministry, and Student Care Teams, contributing to meetings and initiatives.
- Refer students to the appropriate staff (e.g. College Counsellor, Director of Ministry, Year Level Leaders, Student Engagement Coordinator (R-6)) when additional support is required.
- Communicate effectively with staff and families while respecting the boundaries of privacy and confidentiality.

Christian Life and Community Engagement

- Support and encourage student participation in Christian life activities such as worship, devotions, and service opportunities.
- Model Christian values through relationships, conduct, and participation in College life.

Professional Practice and Record Keeping

- Maintain accurate and confidential notes and records in accordance with College policy and privacy legislation.
- Engage in ongoing professional learning and spiritual development relevant to the role.

Statement of Flexibility

This job description outlines the primary duties and responsibilities of the role. However, as the needs of the College evolve, the incumbent may be required to undertake additional tasks within their capability and expertise. Flexibility and adaptability are essential in responding to changing priorities, and the role may include duties as reasonably directed, commensurate with the incumbent's grade and experience, to support the College's objectives.

PERSON SPECIFICATION

1. Educational / Vocational Qualifications

- Diploma and/or Certificate in Youth Work, Ministry, Counselling, or a related field.
 - A current South Australian Working with Children Check for paid employment
 - Evidence of current Responding to Risks of Harm, Abuse and Neglect (RRHAN) training
 - First Aid Qualifications
 - Valuing Safe Communities training, willingness to complete upon appointment
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2. Personal Skills, Abilities & Aptitude

Skills

- Strong interpersonal and communication skills, with the ability to build rapport and trust with students and staff.
- Active listening and empathetic communication to support students experiencing emotional or social challenges.
- Well-developed organisational and time management skills, with the ability to prioritise and adapt to changing needs.
- Sound digital literacy.
- Conflict resolution and de-escalation skills within a restorative and pastoral framework.

Ability to

- Exercise high level diplomacy, discretion and confidentiality in a professional work environment.
- Maintain professional boundaries with students and families.
- Work collaboratively within a team as well as independently.
- Respond to challenges effectively with initiative and pastoral sensitivity.
- Work collaboratively across Christian denominations and with diverse beliefs.

Aptitude

- Commitment to modelling Christian values in words and actions, fostering a culture of respect, inclusion and hope.
 - A mature and reflective approach to personal faith, demonstrating humility, grace, and integrity in all interactions.
 - Capacity to remain calm, patient and solution-focused in sensitive or emotionally charged situations.
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3. Experience

- Familiarity with Restorative Practices or other evidence-based wellbeing frameworks.
 - Experience supporting young people within an educational, pastoral, or community context.
 - Practical experience in youth work, pastoral care, or ministry with young people.
 - Experience supporting a wide range of student wellbeing needs.
 - Experience in building engagement and connectedness among young people.
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4. Knowledge

- Understanding of child and adolescent development, wellbeing needs, and the importance of early intervention and relational support.
 - Awareness of protective practices and professional boundaries in a school or youth work setting.
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- Understanding of Christian faith, pastoral care principles, and how to integrate faith perspectives into everyday interactions.
- Understanding of mandatory reporting obligations, confidentiality, and privacy legislation relevant to working with children and young people.

5. Work Health and Safety

All staff are expected to comply with the College's Work Health and Safety (WHS) Policy by taking reasonable care for their own health and safety and that of others. This includes maintaining a safe and hazard-free work environment, using equipment correctly, reporting safety incidents, and actively supporting a culture of safety in the workplace.

6. Classification Level

Lutheran Schools Officer Grade 3 (Refer to the guidelines in the Lutheran Schools Enterprise Agreement for additional details relating to roles and responsibilities at this Grade Level.)

7. Performance Standards & Review

An annual Performance Development Plan is undertaken with the Head of Wellbeing (R-12) to determine capacity to meet the demands of the role; where additional skills training is required and what level of job satisfaction is being obtained.

APPROVAL

Job Description & Person Specification Approved

(Principal (Print Name)

(Signature)

Date:

Acknowledged by Person Selected

(Print Name)

(Signature)

Date: