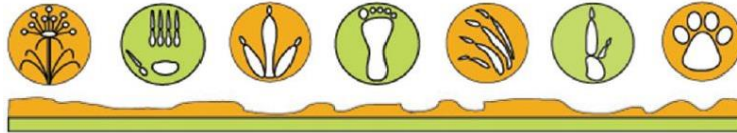


BARKLY REGIONAL COUNCIL



Youth, Sport & Recreation Officer – Ampilatwatja (1331210)

1. Position Objectives

The Youth, Sport and Recreation Officer - Ampilatwatja position is pivotal in fostering positive relationships with youth frequenting the Youth, Sport and recreation Centre. You will lead activities, offer mentorship, and provide guidance in a nurturing and inclusive environment for all centre visitors. Responsibilities include overseeing behaviour, resolving conflicts with tact, and consistently modelling and encouraging positive conduct, ensuring the Youth, Sport and Recreation Centre remains a secure, enjoyable, and supportive haven for young people in the Barkly region.

- ✓ **Empowered young people:** Youth's voices, opinions, and feedback are listened to, valued, and central to the operations of the Youth Centre.
- ✓ **A safe place for young people:** The supervision and safety of young people is our priority. Staff intervene calmly and deescalate behaviours before negative situations/events develop.
- ✓ **Young people engaged in positive activities:** A range of activities and programs are delivered at the Youth Centre with and for young people.
- ✓ **An inclusive and culturally safe space for young people:** All Youth feel welcome at the Youth Centre. Culture and diversity are celebrated. Staff understand the unique needs of at-risk youth and use a strengths-based trauma-informed framework.

The duties of this position require the position holder to work hours that include school holidays, weekday evenings, and/or weekend hours, from time to time, as required to deliver Youth, Sport, and Recreation Programs.

The person who occupies this position works directly with children and youth in the community and organising other activities; therefore, the position holder must have the required fitness to undertake the duties and tasks within this position description.

2. Key Responsibilities

Delivering Structured Activities

- Deliver structured and regular educational, physical, and diversional activities including sports, after-school, and school holiday programs.
- Deliver youth activities in accordance with programmed activity plans.
- Monitor, evaluate, and report on program effectiveness to enhance service delivery and maintain best practices.

Maintain Service Standards

- Maintain consistent, defined standards for the provision of services to the youth.
- Ensure all programs and interventions respect and align with cultural sensitivities and safety.
- Report any child abuse or neglect suspicions or disclosures in accordance with Child Protection legislation and policy.

Collaboration and Coordination

- Work closely with Youth, Sport and Recreation Centre staff, stakeholders, organisations, and volunteers to enhance consistent and age-appropriate activities
- Reporting notifiable incidents to Youth, Sport and Recreation Team Leader – Ampilatwatja.
- Work collaboratively with the community to ensure the program and services are responsive to community needs.
- Work with the Youth, Sport and Recreation team to ensure the Youth, Sport and Recreation Centre facility, equipment, and vehicles are well maintained.
- Regularly consult with young people and stakeholders, integrating community feedback into program planning and reporting outcomes

Other

- You will be required to perform your duties at Ampilatwatja or elsewhere within the Barkly Regional Council authority area as reasonably directed.
- Ensure that the highest professional standards and Barkly Regional Council values are upheld at all times.
- Demonstrate commitment and enthusiasm to promote the principle of Diversity, Equity, Inclusion, and Belonging (DEIB) in employment and service delivery.
- Work safely and promote a safe working environment in accordance with Work Health Safety (WHS) legislation and Barkly Regional Council's policies and procedures.
- The duties listed are not exhaustive and may be varied from time to time as dictated by the changing needs of the Barkly Regional Council. The position holder will be expected to undertake other duties as appropriate to the position classification and as requested by his/her/their manager.

Our Values

Our values inform how we work and are reflected in our employees and services.

Our values are founded in the service standards and are lived out through our interactions with each other.

- ✓ We believe that all people in all communities are equal in dignity and have equal rights.
- ✓ Our employees are committed to working with people and communities in a way that values them, that are non-discriminatory, and that promote social justice.
- ✓ We are committed to the common good. Our employees work with people to ensure that they have access to the resources and services they need to effectively participate in the community.
- ✓ Our employees value the contributions of clients and communities and foster local community-driven services.
- ✓ Our Reconciliation Action Plan will be used to create a greater understanding of how we can best deliver services and support to all communities of the Barkly.

3. Key Accountabilities

- Under the direction of the Youth, Sport and Recreation Team Leader - Ampilatwatja, run programs and activities in line with the Council's policies and procedures.
- Deliver a program of sporting activities that reflect the community's preferences.
- Contribute positively to the Barkly Youth, Sport and Recreation team across the Barkly Region.

- Build positive relationships with the community and other local organisations.
- Undergo training and professional development relevant to the position.

4. Organisational Relationship

Position Title:	Youth, Sport and Recreation Officer – Ampilatwatja (1331210)
Reports to:	Youth, Sport and Recreation Team Leader – Ampilatwatja (1331200)
Department:	Community Services
Supervises:	N/A
Internal Liaison:	Chief Executive Officer Director of Community Services Regional Manager Youth, Sport and Recreation Youth, Sport and Recreation Coordinator - South Youth, Sport and Recreation Team Leader - Ampilatwatja Youth, Sport and Recreation Officers - Ampilatwatja Other Council Staff
External Liaison:	Government and Non-Government Representatives Sports and Recreation Groups and Organisations Rate Payers, Residents, and Visitors

5. Knowledge and Skills

Organisational:

- Knowledge and understanding of Aboriginal Culture.
- Demonstrated ability to work in a small team environment.
- Ability to multitask and organise activities.

Interpersonal:

- A willingness to work in a remote and sometimes demanding environment.
- Excellent interpersonal skills and manner.
- High ethical standards and personal integrity.

Change Management:

- Ability to recognise issues and use initiative to identify and discuss proposed solutions.
- Ability to promptly respond to changed circumstances and make sound decisions to ensure the ongoing efficient and effective delivery of key deliverables within the role in the best interests of the Barkly Regional Council.
- Ensure compliance with and adherence to all legislative requirements and best practices at all times.

Commitment, Attitude, and Application to Duties:

- Provide courteous and prompt attention to requests for information.
- Demonstration of a positive and proactive attitude with strong initiative.
- Promote Barkly Regional Council in a positive manner at all times.

- Promote and encourage continuous quality improvement strategies for the delivery of accurate and timely documentation.
- Take responsible care to ensure one's own safety at work and that of other staff within the workplace.

6. Essential Criteria – Qualifications, Skills, and Experience

1. Qualification or extensive experience in the provision of youth services/activities.
2. Leadership and motivation skills and the ability to work effectively independently and as part of a team.
3. Sound literacy, numeracy, report writing, and computer skills.
4. A current National Criminal History Check (within the last 3 months).
5. A current Northern Territory Working with Children Clearance (Ochre Card).

7. Desirable Criteria – Qualifications, Skills, and Experience

1. A current Northern Territory Driver's Licence.
2. A current First Aid Certificate.

8. Wages and Allowances

Classification: Level 3 Pay Point 1
Barkly Regional Council Enterprise Agreement 2023

Status: Part-Time - Temporary (25 hours per week)
 (end date: 31 December 2025)

Hourly Rate: \$27.95 per hour

Zone Allowance: Tennant Creek Zone Allowance \$1.8900 per ordinary hour

SCG: 11.5%

9. Certification

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

_____/_____/_____
 Chris Kelly Date
Chief Executive Officer

10. Acceptance

I, _____, have read and understood the requirements of this position and hereby agree to the responsibilities as outlined above.

_____/_____/_____
 Signature Date