

Position	Paid Mentor: SA Mentoring Support Program
Reports to	Mentor Coordinator
Directorate	Operations
Location	South Australia: Adelaide Metropolitan area
Industrial Award	SCHADS
Employment Type	Casual Ongoing
Direct reports	Nil
Date approved by Director	26 January 2021

ACKNOWLEDGMENT OF COUNTRY

Whitelion acknowledges the Traditional Owners and Custodians of the land on which it is situated and we pay respect to their Elders past, present and emerging. We acknowledge and respect the continuation of cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander Peoples across the nation.

STATEMENT OF INCLUSION

We are passionate about creating a workplace that promotes and values diversity. We are therefore committed to providing a safe environment for all people, regardless of their age, culture, ability, gender, language, racial origin, religious belief and/ or sexual identity.

THE CHANGE WE NEED TO MAKE (Vision)

A world where no young person is left behind. Where all young people have the right to equitable opportunities to reach their potential.

WHY WE EXIST (Purpose)

To build positive connections and pathways to work for young people at risk.

WHO WE ARE HERE TO SERVE (Young people at Risk)

- Highly vulnerable, high risk
- Impacted by the justice system, out of home care, homelessness, complex and chronic disadvantage

WHAT MAKES US DIFFERENT (Service Blueprint)

- Invites young people, staff, volunteers and supporters to create positive movement forward and impel each individual towards positive connections and pathways to work
- Four outcome areas help to achieve this: safe & stable; learning & supportive networks; skills & growth; connection & independence
- Success depends on the voice and lived experience of highly vulnerable, high risk young people; systems around them; and the Whitelion community

VALUES AND BEHAVIOURS

- We work together (Collaboration)
- We turn up and do our best (Committed)

- We deliver on commitments (Accountable)
- We want everyone to belong (Inclusive)

STRATEGIC PRIORITIES

- **People**
Our staff and volunteers are engaged and enabled to be their best in an inclusive and high performing environment.
- **Programs**
Highly vulnerable young people experience improved connections and pathways to work.
- **Supporters**
Our supporters and partners are integral to solutions for achieving impact and sustainability.
- **Sustainability**
Financial sustainability is based on healthy reserves which can be used to reinvest in workforce capabilities, program innovation and systems improvement.

Whitelion is a child safe organisation

Whitelion is committed to preventing any danger to children and young people who engage with our services. We do this by constantly working on creating a safe, empowering and respectful culture. Click here to read our full **Commitment to Child Safety**:

<https://www.whitelion.asn.au/files/Commitment%20to%20Child%20Safety.pdf>

Position purpose

The role of a mentor with Whitelion is to provide support to vulnerable and young people experiencing risk either:

- In an out-of-home care environment
- Living with a disability
- Disengaged from education and learning

The aim of the mentoring relationship is to support young people to build confidence and life skills in a number of domains, such as:

- Independent living skills
- Social skills
- Community connection
- Engagement to education and employment

Key result areas	Performance measures
Workplace health, safety and wellbeing	While at work you must: <ul style="list-style-type: none"> • Take reasonable care for your own health and safety • Take reasonable care for the health and safety of others

	<ul style="list-style-type: none"> • report any matters that may be a risk to the health and safety of yourself or others • Comply with any reasonable instructions, policies and procedure given to you by Whitelion.
Engagement and matching	<ul style="list-style-type: none"> • Participate in mentor/mentee match meetings • Engage and encourage/support young people and work towards goals as determined by referring agency, the mentee, carers and the mentoring coordinator • Build a constructive relationship with a young person and maintain regular contact (as per the mentor service agreement) • Provide non-judgemental support and friendship
Reporting and review	<ul style="list-style-type: none"> • Provide high quality monthly work summary reports to the mentoring coordinator on the scheduled dates • Provide time sheets and travel claims on the scheduled dates
Supervision	<ul style="list-style-type: none"> • Participate in supervision with the mentoring coordinator
Professional Development	<ul style="list-style-type: none"> • Participate in training as per required (minimum of two PD opportunities per year)

Skills and attributes

<p>Qualifications:</p> <ul style="list-style-type: none"> • Certificate in Youth Work/Community Work is desirable but not essential • First aid certificate • Driver's Licence and own vehicle • Working with Children Check • Responding to Abuse and Neglect/Seeing Through their Eyes (Department for Education) • SMART (online training)
<p>Experience:</p> <ul style="list-style-type: none"> • Experience in working with young people is required • Experience in mentoring is desirable but not essential
<p>Skills:</p> <ul style="list-style-type: none"> • Able to with engage young people and their community of care • Capacity to work within a trauma informed practice framework • Ability to advocate for young people • Intermediate to advanced Microsoft Office skills (Word, Excel, PowerPoint and Outlook)



- Excellent verbal and written communication (able to provide high quality work summary reports)
- Organised and able to meet deadlines

Behavioural capabilities

- Exceptional communication skills and to build trust by honouring our commitment
- Commitment to social justice and valuing the strengths, resilience and courage of 'at risk' young people
- Commitment to the safety, wellbeing and participation of all children and young people
- To strive for exceptional performance in everything we do.
- Positive mindset and ability to see setbacks as opportunities for growth and development
- Confidence and assertiveness to represent the Whitelion office
- Humility, empathy and willingness to continually learn and grow and encourage everyone to bring their whole self to work and value the many dimensions of who we are.
- High level of professionalism and approachability toward all stakeholders to gain cooperation and assistance to achieve timelines

Key contact

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