**Title:** Young Co-designer – YERP & Code Upgrade

**Reporting to:** YERP and Code Projects Coordinator

**Hours:** Casual: hours and commitment will vary based on projects, and will usually be between 3-15 hours per month

**Remuneration:** $38.84 per hour, classified under the SCHADS Award at Employment Level 2.1. (YACVic pays above award rates, with generous T&C.)

**Status:** Casual role - number and timing of engagements variable

**Location:** We are keen to have some Young Co-designers based in rural or regional areas, so your geographic location or access to travel should not be a barrier to applying for this role. This role will be based online with some travel to the YACVic office in Melbourne CBD and within Victoria.

**About the Youth Affairs Council Victoria (YACVic)**

Youth Affairs Council Victoria (YACVic) is the peak body and leading policy advocate on young people’s issues in Victoria. YACVic’s vision is that the rights of young people in Victoria are respected, and they are active, visible and valued in their communities. YACVic is an independent, for-purpose, member-driven organisation that represents young people (aged 12–25 years) and the sector that works with them.

YACVic provides additional targeted advocacy and services through our key services, YACVic Rural and the Youth Disability Advocacy Service, and our auspiced partner, the Koorie Youth Council.

**About the upgrade project**

YACVic has received funding from the Victorian Government to make some important upgrades to two key resources: the[**Code of Ethical Practice**](https://www.yacvic.org.au/training-and-services/code-of-ethical-practice/) and the[**Youth Engagement Resource Platform**](https://yerp.yacvic.org.au/)(YERP). This will ensure that these resources are up to date, so they can reflect the way that young people and the youth sector function within society in the present day.

**What is The Code?**

The Code of Ethical Practice (The Code) for the Victorian Youth Sector was created by YACVic and the youth sector in 2007 and is an important document that provides a professional framework and ethical guidance for people who work with young people. Ethics are guidelines that support your human rights when accessing youth services - empowering you to be safe, aware, treated fairly, and able to consent to practices that affect you. Young people and the social context in which they live have changed immensely since 2007 and the ethical guidelines need to reflect this.

**What is YERP?**

Since its creation in 2014, [YERP](https://yerp.yacvic.org.au/) has provided practical tools and resources to support young people’s participation in organisations, their communities, and in developing projects of their own. YERP also supports those who work with young people and those who are looking to work with young people in the future, to make sure that youth participation is beneficial and meaningful for everyone involved.

An upgrade, guided by young people alongside other stakeholders across the youth sector, will make sure this resource is relevant, user-friendly, and delivers up-to-date best practice youth participation.

**About the role**

As a Young Co-designer, you will be part of a team of dynamic, creative and passionate young people from across Victoria. The Young Co-designers will have diverse lived and technical experience that will play an integral part in imbedding the voices and perspectives of young people in The Code of Ethical Practice and YERP.

With training and support from the YACVic team, you will influence the direction and content of the upgrade projects for the Victorian Youth Sector. This will include participating in research, design and supporting consultation workshops for and with other young Victorians and sector workers.

Meetings, workshops and events will be held online as well as in person in Melbourne.

**Major Duties**

* Contribute to the upgrade projects by utilising lived experience and expertise to identify and articulate key themes of importance to young people.
* Support the design, development and delivery of consultations for young people and adults who work with young people.
* Present findings from consultations and project developments to key stakeholders.
* Participate meaningfully in the development and design of the upgrade projects.
* Contribute youth perspectives in meetings, consultations, project working groups, and training workshops.
* Provide input and support the development of project materials, ensuring they are effective for the relevant youth audience.
* Support young people to participate safely and effectively in consultations, and understand their rights and responsibilities.
* Maintain appropriate notes to document outcomes of meetings, consultations and workshops.
* Ensure professional standards are upheld, including co-design principles, Child Safe Standards and the framework of the Code of Ethical Practice in Youth Work. (You will receive training in these.)

The role will be flexible based on your skills and interests and you won’t necessarily be asked to do everything listed above.

You will be required to perform these duties, and any other duties the YERP and Code Projects Coordinator may assign to you, having regard to your skills, training and experience.

**Key Selection Criteria**

We’re looking for a group of Young Co-designers who represent the diversity of Victorian young people so even if you don’t have all of the skills and experience noted below, we still encourage you to apply for this role, you might be exactly what we’re looking for!

**Required**

1. Ability to talk about issues that impact young people in Victoria.
2. Commitment to working in a team that prioritises [youth participation](https://www.yacvic.org.au/training-and-services/youth-participation/#TOC-1).
3. Ability to build relationships with peers and other community members.
4. Understanding of appropriate behaviours when working with diverse young people, and commitment to [Victorian Child Safe Standards](https://ccyp.vic.gov.au/child-safe-standards/the-11-child-safe-standards/), and the [Code of Ethical Practice](https://www.yacvic.org.au/training-and-services/code-of-ethical-practice/#TOC-1).
5. Strong written and verbal communication skills

**Desirable:** These skills/experiences are not essential but we would love to hear about them if you have them.

1. Lived or learned experience of youth cohorts who often face marginalisation (including but not limited to, disabled, Aboriginal and or Torres Strait Islander, rural and regional, LGBTIQA+, multicultural young people or those with experience of the OOH care and/or youth justice systems).
2. Lived experience of participating in youth programs, youth services and/or working on advocacy or community change projects for example school council or other advisory groups.
3. Experience in designing and facilitating consultations and training workshops for young people. For example, coaching a sports team or running school leadership workshops.

Successful applicants will need to ensure they are able to commit to attending the following key dates:

* 5th April - In person workshop
* 4th May - Online meeting
* 7th June - Online meeting
* 6th July - Online meeting
* 2nd August - In person workshop
* 7th September - Online meeting
* 4th October - Online meeting
* 2nd November – Online meeting

YACVic will cover reasonable travel and accommodation costs for those living in rural areas to attend in-person meetings.

There will also be other opportunities to engage in the project throughout the year based on your availability and interests.

**Reporting**

This role reports to the YERP and Code Projects Coordinator. This role has no direct reports.

**Benefits of working at YACVic**

* Generous terms and benefits
* Values based work, with engagement across a wide range of policy areas
* Flexible, disability friendly, family friendly, rainbow friendly environment
* Fun work culture and a diverse team, in a fully accessible Melbourne CBD office
* High degree of collegial support & sector-leading professional development

**Employment conditions**

YACVic promotes the safety, wellbeing and inclusion of all children and young people, including those with a disability, those who are Aboriginal and Torres Strait Islander or those from refugee or migrant backgrounds. We take child protection very seriously.

All employees are subject to screening and assessment against child safety standards, including rigorous background, identity and reference checks. The successful applicant will require a current Working with Children Check and Police Check (costs reimbursed) and must agree to adhere to our child safe policy and code of conduct.

YACVic is a mandated workplace and requires all staff to be up to date with their Covid-19 vaccinations unless they have a valid exemption.

To be eligible to apply for this position you must be an Australian or New Zealand citizen, permanent resident or hold a valid work permit or visa.

**Application Process**

To apply for this opportunity, please fill out the form [here](https://www.surveymonkey.com/r/W57L3LZ).

**Applications will close once the positions are filled** or on **22nd March 9am.**

Successful applicants will be invited to attend a group interview on **27th March**.

We will select participants with a commitment to equity and creating a diverse and representative group with a range of lived experience.

**Please let us know if you require support to complete an application or would like to apply in a different format.**  If you have any questions about the role, please contact us by email:

[Code@yacvic.org.au](mailto:code@yacvic.org.au)

Or

[Yerp@yacvic.org.au](mailto:Yerp@yacvic.org.au)