Youth Justice Programs Framework 2016–2019 ‘Fact Sheet E’

Program Facilitation

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## Expectations of Facilitators

Youth Justice is reliant on collaborative partnerships with external organisations to share responsibility for providing programs to young people. As part of this partnership, Youth Justice strives to ensure communication with program providers is effective and that facilitators are encouraged to contact suitable Youth Justice staff members with any questions or concerns. In addition, program providers and facilitators are expected to maintain a high level of professionalism by adhering to the following expectations:

* Arrive organised and prepared for each session.
* Possess current police and DCSI clearances prior to working with young people (clearances must be updated every 3 years).
* Liaise closely with Youth Justice staff members to share information and report progress.
* Must provide evidence of having completed Child Safe Environment (CSE) training within the past 3 years.
  + Facilitators must have completed a full-day CSE training course. 3 hour ‘refresher’ courses will only be acceptable if the individual has previously completed a full-day course.
* Possess a comprehensive understanding of the impact of different learning styles associated with:
  + History of trauma and abuse.
  + Intellectual and cognitive disabilities.
  + Mental health challenges.
  + Behavioural challenges.
* Comply with all safety and security measures as outlined by Youth Justice.
* Program provider organisations to be willing to supply evidence of facilitators’ experience in working with at-risk young people and/or young people who offend.
* Comply with all processes outlined in in Fact Sheet E regrading participant and facilitator feedback.

Please note, depending on the location of the program (custodial or community-based) facilitators may be subject to site-specific requirements in addition to those outlined above.

## Characteristics of an Effective Facilitator

Facilitator skill will be monitored against the following characteristics:

* Able to build therapeutic rapport with participants.
* Assumes responsibility for program outcomes.
* Maintains personal and program integrity.
* Good knowledge of program content.
* Asks for input and opinions from young people and other stakeholders.
* Negotiates with young people rather than dictates.
* Demonstrates flexibility and ability to adapt to changing situations.
* Skillful in evoking participation and engagement from young people.
* Understands learning styles of participants and able to adapt program content accordingly.

Informal feedback regarding a facilitator’s ability to adhere to the expectations and characteristics outlined above will be combined with the formal feedback mechanisms outlined in section 3.3 and Fact Sheet F, and will inform discussions at the Program Review Meeting between Youth Justice representatives and program providers (as outlined in section 3.5 and Fact Sheet H).

For any assistance or further information related to the Program Review Panel process contact:

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