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Youth Justice Worker – application process

Stage 1a: Online Application Form (approx. 15 to 30 minutes. You can also save your application as a draft before submitting).

You will need to upload your resume (no cover letter is required) and submit responses to the free text questions listed (which will be assessed). If you don't have an up to date resume handy, have included a free template for you to use at this stage.

Please note, it is recommended that you complete your application on a desktop (as opposed to mobile device)

Stage 1b: Situational Judgment Test (approx. 20 to 30 minutes).

You will need to answer a series of situation based questions reflective of the youth justice environment. All questions will be multiple choice and require you to select the most appropriate response from a list of three options.

Please note, it is recommended that you complete this stage on a desktop (as opposed to mobile device)

Stage 2a: Personality Questionnaire (approx. one hour online)

You will be asked about your interests, values and strengths. You will select your preference across a variety of different statements.

Please note, there are no right or wrong answers in this exercise.

Stage 2b: One Way Video Interview (approx. 30 minutes)

This can be completed on any mobile device, with a front facing camera and microphone or a desktop computer with internet. During this activity we will ask you questions around the following;

- Your understanding of the youth justice worker role and your motivation for applying
- Empathy and cultural awareness
- Teamwork

How to prepare for your One Way Video Interview

Once you have filmed your responses you are not able to complete this activity again so we recommend taking the time to prepare for your Video Interview. We recommend taking time to look at the position description of a youth justice worker to prepare so you can ensure your responses are the strongest they can be. We would also recommend having any notes you would like to have readily available.

When completing the Video Interview we recommend finding a quiet place free from distraction. Be aware that we can see what's behind you so take a moment to quickly clean the room, or direct the camera so there is a blank wall behind you or a neat space. While you will be completing this activity in the comfort of your own home, we would suggest wearing comfortable, professional attire.

Stage 3: Assessment Centre (2.5 - 3 hours)

To gain a more realistic understanding of what the role entails, you will be acting the role of a youth justice worker in a series of fictional scenarios.

More information is provided on the day, there is no need to study prior to completing this assessment.

Stage 5: Security and Background Checks

Once your application progresses past assessment centre, you will complete the following checks:

- Two reference checks from professional managers
- Pre-employment security check (including International police check if applicable)
- VicRoads license check (and/or interstate drivers licence check if applicable)

Your honesty and integrity in disclosing any offending history or known associations is crucial.

Stage 6: Medical and Physical Assessment (refer to fact sheet for more info)

To ensure that you can safely perform the role of a youth justice worker, you will be required to perform a physical assessment in addition to declaring any pre-existing medical conditions you may have.

Stage 7: Verbal Offer and Additional Security Checks

Congratulations! Once a verbal offer has been made you will be required to conduct a National Criminal Records check and Fingerprint check.

Once all passed, we will send you your letter of offer and confirm you as part of our squad for our youth justice worker training intake!