

Youth Justice Worker Application Process

Stage 1a: Online Application

(You can 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, we 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 a mobile device.

Stage 1b: Situational Judgment Test

You will need to answer series of situation-based questions in reflection of Youth Justice environment. All questions will be multiple-choice based questions 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 a mobile device.

Stage 2a: Personality Questionnaire

You will be asked about your interests, values and strengths by selecting 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

This can be completed on any mobile device, with a front facing camera and microphone or a desktop computer with an internet connection.

How to prepare for your One Way Video Interview

We recommend taking the time to prepare for your Video Interview. Make sure you read over the position description carefully, so your responses are as relevant as possible to the requirements of the role.

We also recommend having any reference notes readily available as once you have filmed your responses, you will not be able to complete this activity again.

When completing the Video Interview, please find a quiet place free from distraction and be aware that we can see what's behind you, so take a moment to quickly clean the room or direct the camera to a blank wall or neat space.

While you will be completing this activity in the comfort of your own home, we would suggest wearing a comfortable, professional attire.

Stage 3: Online Assessment Centre

Phase 1: During this assessment centre candidates will be shown a range of different videos and scenarios and will be required to record your responses to different questions.

The videos shown are fictional and were created by our Recruitment Services team using actors to simulate situations you may face in the Youth Justice Worker role.

Phase 2: This will be a live two-way online interview with Youth Justice Operations and recruitment staff. Candidates will be asked questions about their background and experience and participate in a practical simulation with an actor who will be playing the role of a young person.

Stage 4: Security and Background Checks

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

- Two reference checks from professional managers
- Pre-employment security check (including an 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. Your disclosures are presented to the General Manager and will be assessed on a case by case basis.

Stage 5: 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 6: 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 next Youth Justice Worker training intake!

Youth Justice Worker

Application Process stages

SET BOUNDARIES.

BUILD FUTURES.

Visit youthjusticejobs.vic.gov.au



Online Application
Allow 15 to 30 minutes



Situational Judgment Test
Allow 20 to 30 minutes online



Personality Questionnaire
Allow 1 hour online



One Way Video interview
Allow 30 minutes online



**Verbal Offer and
Additional Security
Checks**



**Medical and Physical
Assessment**
Refer to fact sheet



**Security and
Background Checks**



Online Assessment Centre
Phase 1: One-way video interview
Phase 2: Live two-way interview
and Practical Simulation