



POSITION DESCRIPTION

POSITION INFORMATION

Position Title	Youth Development Coach – Inclusive Employment Australia (IEA)
Employment Instruction	Social, Community, Home Care & Disability Services Industry Award 2010, level 3
Employment Type	Full Time (38 hours per week)
Location	Darwin and Alice Springs
Reports to	Team Leader

ABOUT YOUTHWORX NT

At YouthWorX NT, we believe in young people living their best lives. As a local, dynamic not-for-profit organisation, we partner with young Territorians, schools, and businesses to create meaningful opportunities through education, training, and employment. Our purpose is simple yet powerful: partnering with young people to shape their own future.

From 1 November 2025, YouthWorX NT will deliver **Inclusive Employment Australia (IEA)** as the **youth-specific provider in Darwin and Alice Springs**. This national initiative is focused on improving employment outcomes for young people with disability, ensuring they have access to the same opportunities as their peers.

Our exceptional organisational culture is aligned with our values of **Connection, Passion, Honesty, and Courage** that drive everything we do. We expect you to demonstrate these behaviours throughout your career journey with us.

POSITION OVERVIEW

As a Youth Development Coach for the IEA program, you will inspire and support young people (up to 25 years old) with disability to enter and thrive in sustainable employment. Working under the guidance of the Program Coordinator and Team Leader, you will provide personalised coaching, build strong relationships with local employers, support workplace adjustments, and facilitate inclusive opportunities that empower young people to shape their future.

KEY RESPONSIBILITIES

- ✓ Build genuine, trusting relationships with participants, understanding their strengths, goals, and barriers.
- ✓ Provide tailored employment coaching, developing personalised job and career plans.
- ✓ Connect young people to education, training, volunteering, and employment pathways that match their aspirations.
- ✓ Work with employers and our Employer Engagement Officer to identify opportunities, arrange placements, and support inclusive recruitment practices.
- ✓ Deliver or support dynamic workshops on employability skills, workplace readiness, and personal development.
- ✓ Provide on-the-job coaching and post-placement support to sustain long-term employment outcomes.
- ✓ Promote an Advantaged Thinking approach, focusing on potential and capacity.



- ✓ Maintain accurate records and reporting in line with IEA program requirements.
- ✓ Assist in the organisation and delivery of expos, events, and activities to promote inclusive employment.
- ✓ Other reasonable duties as directed by the Chief Executive Officer and Leadership Team.

ABOUT YOU

You are passionate about making a difference in the lives of young people with disability. You bring energy, empathy, and adaptability, thrive in diverse environments, and are comfortable engaging with employers, families, and community stakeholders.

Essential:

- ✓ Strong interpersonal and communication skills.
- ✓ Experience working with young people in coaching, mentoring, or employment.
- ✓ Understanding of disability, workplace adjustments, and strategies to support wellbeing.
- ✓ Ability to engage and manage relationships with employers, community organisations, and training providers.
- ✓ NT Working with Children Clearance (Ochre Card) and NT Driver's Licence.
- ✓ NDIS Worker Screening Check.
- ✓ National Police Check (less than six months old).
- ✓ Proficiency in Microsoft Office and digital tools.

Desirable:

- ✓ Qualifications in Youth Work, Community Services, Disability, Employment Services, or Career Development.
- ✓ Certificate IV in Training and Assessment (or facilitation experience).
- ✓ Local knowledge of NT employment networks and services.

WHY JOIN US?

At YouthWorX NT, you'll be part of a supportive, values-driven team committed to empowering young Territorians. We offer:

- ✓ A collaborative, inclusive, flexible and fun work culture.
- ✓ Opportunities for training, growth, and career progression.
- ✓ A chance to positively impact young people's lives every day.

