



POSITION DISCRIPTION

REPORTS TO	Community Safety & Wellbeing Manager	CLASSIFICATION & HOURS	1.2, part time/ 30hrs per week
DIVISION	Community Safety	LOCATION	Community Based

JOB PURPOSE

The Community Night Patrol role exists to keep vulnerable people safe by transporting them to secure locations, connecting them with support services, and helping reduce harm in the community. It focuses on ensuring children are safe at night, diverting people from the justice system, working closely with police and local services, and reporting incidents to support a safer, more informed community.

DUTIES AND RESPONCIBILITES

- Provide consistent and regular community night patrols in the community
- Ensure children are at home or in another safe location with a parent or carer at night and remind parents that they have a responsibility to provide a safe, quite place for children to sleep.
- Remind parents they should help the children to prepare for school each day and make sure they arrive safely.
- Defuse violent situations and protect vulnerable people, where safe to do so
- Work in partnership with schools, health clinics, sobering-up shelters, safe houses and women's refuges and other services in the community
- Divert intoxicated people away from contact with the criminal justice system, prior to any crime being committed
- Assist the team leader in the recording and reporting of incidents and assistance provided
- If the client agrees, provide transport for vulnerable people to safe places, such as home, safe houses, or to medical assistance
- Provide advice, information and/or assistance that may reduce risk to individuals
- Promote and raise awareness of the community night patrol project in the community.
- Maintain a safe working environment for all staff.
- Adhere to Council Work Health & Safety (WHS) regulations.
- Perform other duties as directed by the Night Patrol Team Leader

EXPERIENCE AND KNOWLEDGE REQUIREMENTS

- Certificate III in Community Safety (essential or ability to obtain)
- Ability to work with limited supervision.
- Strong interpersonal skills and a friendly, approachable manner.
- High level of personal integrity.
- Positive attitude toward health and well-being.
- Relevant experience in Night Patrol or similar community safety services.
- Well-developed communication, negotiation and sensitivity skills.
- Ability to maintain client confidentiality.
- A working knowledge of WHS regulations.

OTHER REQUIREMENTS

1. *Criminal History Check (recent within 3 months)*
2. *A current Working with Children's Card.*
3. *A current Driver's License.*
4. *A Current First Aid Certificate*

ACKNOWLEDGEMENT

DIRECTOR: 

DATE APPROVED: 25/03/2026

CHIEF EXECUTIVE OFFICER: 

DATE APPROVED: 26/03/2026