



Youth Worker Job Description

Post Title	Youth Worker
Responsible To	Youth Connection Coordinator
Duration of Contract	Fixed Term until 30 th Sep 2022
Hours of Work	25 hours per week
Times of Work	Variable According to need, including evenings and weekends
Salary	£18,525-£19,865 Pro Rata
Location	Y Sort It Youth Centres and various locations within West Dunbartonshire

Job Outline

Y Sort It is a Company Limited by guarantee, run by an elected Board of Directors who are young people aged between 16 and 25. Y Sort It provides a range of youth activities, groups and support services for children and young people throughout West Dunbartonshire.

We are looking for a highly motivated and enthusiastic Youth Worker who is passionate about developing and delivering quality, engaging & fun youth work activities for children & young people across West Dunbartonshire

Your main role will be to work within the Youth Work & Outreach Team to develop and deliver an exciting and engaging youth work programme including our established youth groups and youth work provision, which help achieve Y Sort It's core values of support, connect and inspire. You will work closely with children & young people, their families and any relevant partners, to ensure they are informed and supported to participate in any programmes, and any other community based activities.

The post holder should be flexible as the actual times of work will involve working evenings, school holidays and weekends.

In addition you will be expected to contribute to the work of the wider organisation.

Main Duties

Youth Worker Main Duties

- To support the development and delivery of our youth work services for children and young people aged 8-25, including face to face youth work, digital youth work and detached/outreach youth work.
- To support children and young people's involvement in the planning and delivery of youth work that meets their needs.
- To plan, deliver and evaluate activities which support, connect and inspire children and young people in West Dunbartonshire, whilst improving their health and wellbeing, access to outdoor learning opportunities and connections to their local communities.
- To use a variety of approaches to consult with young people on a range of issues
- To maintain your knowledge of local services and partners, to ensure you can provide accurate information to young people.
- To maintain up to date and accurate records of youth work sessions and any other youth work activities delivered.

- To support the youth work and outreach team in cleaning, maintaining and servicing any equipment used by the team, for example, fleet bicycles. Appropriate training to be provided to support this.
- To carry out risk assessments of youth work activities prior to them taking place.
- To understand and abide by the organisations policies and procedures, including Health & Safety, Data Protection, Confidentiality and Child Protection and Vulnerable Adults.
- Ensure non-discriminatory practices at all times in line with the organisations Equality and Diversity policy.
- To work in partnership with key local organisations.
- To liaise with parents, carers, professionals and partner agencies.
- To support the development of learning for contracted and casual staff, as well as volunteers
- To produce monitoring and evaluation reports as requested by your line manager.

General Duties

- To attend and contribute fully to all team meetings.
- To actively participate in support and supervision and annual appraisal with your line manager.
- Undertake appropriate training as part of continuing professional development.
- To organise and manage your workload in an effective and efficient manner.
- To submit timesheets in a timely manner and comply with other administrative arrangements as required.
- To act in accordance with the organisations code of conduct and policies at all times.
- To carry out other such duties as agreed with the organisation.