

JOB DESCRIPTION:

Community Engagement Worker (Youth) (PART-TIME)

Hours: 20 hours per week, Monday to Thursday evenings (please see current youth activity schedule, below) with development time to be worked flexibly in line with the needs of the organisation. During school holiday periods, hours will be worked as and when required in development and support of youth holiday programmes. Occasional weekend working may also be necessary.

Period Of Contract: Permanent role, subject to funding and successful completion of a 6-month probationary period

Office Base: The Beatroute Arts Centre, 285 Wallacewell Road, Balornock, Glasgow. G21 3RP

Employer: Beatroute Arts

Responsible To: Project Manager

Main Purpose of Job: To deliver the youth engagement programme at the Beatroute Arts Centre and to work under the advisement of the Project Manager in the planning and development of all member-led activities.

Main Tasks and Responsibilities:

- Acting as lead engagement worker for all youth engagement activities at Beatroute Arts.
- Acting as a point of contact for the youth community engagement programme.
- Acting as one of a team of key-holders for the organisation, opening and closing as necessary for community engagement activities.
- Planning, setting up and leading on practical youth engagement activities (such as arts and crafts, gardening, games etc) and ensuring safe use of equipment for the duration of activities.
- Ensuring that all members are registered using Beatroute Arts member registration process and collating all registration information on our central information system.

- Supporting the Management Team in the development of partnerships and delivery of partnership work.
- Being responsible for set pieces of work, including the running of events, as directed by the Beatroute Arts Management Team.
- Engaging with members, family members and carers to identify preferred group activities in keeping with the organisations community-led ethos.
- Working with the Management Team to generate evaluation data, collating as required and feeding into the ongoing reporting to funders.
- Working to uphold the mission, values and reputation of Beatroute Arts, always acting as an advocate for the organisation.
- Any other task as required by the management team.

Essential:

1. Experience of engaging a diverse range of young people and a commitment to empowering young people through community-led practice
2. An outgoing and confident approach to working with large groups of young people, ensuring a safe and productive learning environment
3. Ability to work well as part of a small team as well as on own initiative.
4. Ability to communicate clearly and effectively
5. A highly organised work ethos, and ability to prioritise tasks
6. Availability and willingness to work in the evening
7. Experience of using Microsoft packages, ie: Microsoft Word/Excel

Desirable:

1. Be trained in and have experience of the basics of evaluation, including data gathering and collation
2. Previous safeguarding training and awareness of best practice.

Support: The post will be line-managed by the Project Manager

Salary Per Annum:

Full-time equivalent: £24,570.00

Pro-rated, 20 hours per week: £14,040.00

Application Process:

Candidates are asked to carefully read through the application information and send an up-to-date C.V and a Personal Statement* no longer than two sides of A4 to: recruitment@beatroutearts.com. Please also include two references as part of your C.V.

** Referring to the job description and the aims, objectives and organisational outcomes of Beatroute Arts (please reference the 'About Beatroute Arts' document), candidates should write a personal statement which tells us how you will bring your knowledge, experience and passion for community work*

to this exciting role. Where possible, candidates should use examples of past work and/or experience to demonstrate their suitability for the role.

The deadline for applications is: 10am on the 20/03/2023

Candidates selected for interview will be informed no later than 24/03/2023

The recruitment process will involve a face-to-face interview.

Current Activity Schedule, Youth Programme:

- **Monday Youth Arts**, weekly 6pm-8pm (for age 8+): *Creative music and arts activity including music tuition, arts and crafts activities, studio production and social group workshops*
- **Tuesday 'Take A Bow'**, weekly 5pm-8pm (for age 4+): *Group musicianship workshops and stringed instrument tuition (violin, viola, cello)*
- **Wednesday Youth Arts**, weekly 6pm-8pm (for age 8+): *Creative music and arts activity including music tuition, arts and crafts activities, studio production and social group workshops*
- **Thursday Youth Arts**, weekly 6pm-8pm (Primary 7 +): *Group music and tuition sessions such as song-writing and recording, music production and composition*