

Job Description

Role	Youth Development Worker
Salary	£25335 - £26878 35 hours per week
Responsible to	Services Manager
Department	Wellbeing

1. Main objectives of the post

- 1.1 To provide individual and group support to young people with epilepsy ensuring targets are met in line with the Epilepsy Scotland's strategic plan and funding requirements.
- 1.2 To support young people with epilepsy to participate in the Youth Service, specifically designed to:
 - reduce loneliness and isolation
 - help improve the mental health of people who are struggling with life because of their epileptic seizures
 - Increase confidence and independence
- 1.3 To help participants in the Youth Service to identify the steps they can take to help themselves, including looking at how to manage:
 - their symptoms
 - daily life
 - changing emotions
- 1.4 To support colleagues in understanding and engaging with the range of issues facing young people with epilepsy.

2. Accountability

- 2.1 To the Services Manager on a day-to-day basis and ultimately, through the Chief Executive, to the Board of Directors.



3. Principal Duties

- 3.1 Implementing Epilepsy Scotland strategic goals by ensuring that appropriate high quality social, educational, support and information services are available to young people with epilepsy.
- 3.2 Working with young people on an individual and group basis to:
 - facilitate peer contact
 - provide information on epilepsy issues
 - support young people with their wellbeing and the transition into adulthood
- 3.3 Establishing a good rapport and a focussed working relationship with individual participants in a person-centred way.
- 3.4 Planning and lead facilitation of supportive and challenging group activities for young people with epilepsy, making use of local community resources.
- 3.5 Planning and co-lead the running of two annual weekend residential trips for young people living with epilepsy.
- 3.6 Supporting families and carers by providing information and advice on epilepsy issues including wellbeing and behaviour.
- 3.6 Delivering epilepsy awareness sessions to schools, youth clubs and other agencies in Scotland.
- 3.7 Representing Epilepsy Scotland at training, educational, hospital and community events as required.
- 3.8 Taking responsibility for individual and groupwork recordings to provide good quality monitoring and evaluation data

General

- 3.9 Developing effective working relationships with other Epilepsy Scotland staff, people affected by epilepsy and a range of external agencies.
- 3.10 Supervising students and volunteers as required.
- 3.11 Providing care and first aid support, including the administration of emergency medication as required.
- 3.12 Providing regular reports on the work undertaken and the progress towards targets set by funders and input on funding applications.
- 3.13 Safeguarding confidential information.
- 3.14 Taking personal responsibility for continuous professional development.



3.15 Participating in the organisation's Annual Appraisal and regular Support and Supervision processes.

Health and Safety

3.16 Ensuring high standards of health and safety are always maintained by adhering to the organisation's Health & Safety policy.

3.17 Carrying out robust risk assessment process in relation to participants and activities.

Other

3.18 Adopting a flexible approach to working hours to meet the demands of the post.

3.19 Any other relevant duties as required.

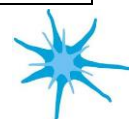
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Youth Development Worker Person Specification

Personal Attributes	Essential	Desirable
<p><u>Qualifications</u></p> <ul style="list-style-type: none"> • Certificate or Diploma in counselling • Relevant qualification in youth work, social work, nursing or equivalent or experience in youth work or adult support • Relevant training, for example, Listening/Counselling Skills, Person Centred Planning 	*	* *
<p><u>Experience</u></p> <ul style="list-style-type: none"> • Relevant experience of, or the ability to demonstrate the necessary skills to work with young people • Experience of working with people with a learning disability, physical disability or other additional support need • Experience of supporting young people in a one-to-one session • Experience of working on own initiative and as part of a team • Experience of working in the voluntary sector 	* * * *	*
<p><u>Knowledge</u></p> <ul style="list-style-type: none"> • Knowledge of disability issues including the impact of disability on a young person's self-esteem, confidence and mental health • Awareness, understanding and skills in individual support work 	* *	
<p><u>Skills & Qualities</u></p> <ul style="list-style-type: none"> • Ability to demonstrate a good working understanding of child and youth development • Passionate about working with people • Ability to motivate and enthuse others • Commitment to client self-determination • Ability to work in an open, respectful and transparent way • Excellent communication skills, verbal and written, including report writing • Excellent listening skills • Excellent research and analytical skills • Excellent report writing skills 	* * * * * * *	



<ul style="list-style-type: none"> • Ability to interact well with the public and people affected by epilepsy • Strong networking skills • Commitment to delivering excellent standards of service • Effective I.T. skills including sound working knowledge of Outlook, Word and PowerPoint 	<p style="text-align: center;">* * * * *</p>	
<p><u>Other</u></p> <ul style="list-style-type: none"> • Ability to work to clear deadlines • Ability to organise and prioritise workload • Ability to represent the service in a professional way • Commitment to own personal and professional development • Ability to work evenings and weekends as required • Ability to travel across Central Belt. • Current driving licence 	<p style="text-align: center;">* * * * * *</p>	<p style="text-align: center;">*</p>

