

JOB DESCRIPTION

JOB TITLE: **Part Time Sessional Youth Worker**

RESPONSIBLE TO: **DEPUTY MANAGER (DM)**

Hours: **Flexible**

Salary: **£16 per hour**

PURPOSE OF JOB

To develop purposeful links with young people and work with them to develop their ideas and create opportunities for themselves and the local community. Delivering work in partnership with young people where their requirements and aspirations are accepted and respected. Openness and flexibility will be key aspects in ensuring that young people have the relevant information to make positive choices in their lives. Management will be through the DM.

KEY RESPONSIBILITIES

- Deliver innovative and creative one-to-one and group work support to actively help Young People [YP] in schools and or in the community.
- Deliver support through Health and Wellbeing Plans in line with guidance and legislation.
- Signpost and advocate for YP with external agencies as appropriate.
- Develop and run innovative and creative group work programmes for children and young people.
- Ensure accurate up-to-date record keeping and YP paperwork and case notes.
- Contribute to a variety of play sessions and activities for YP, including play schemes during school holidays, on a one-to-one or group work basis.
- Contribute to relevant reports in relation to YP for statutory, funding bodies and voluntary organisations as required.
- Identify appropriate tools and resources to meet individual YP needs.
- Work shifts and be flexible to work out of hours as and when required.
- Work at all times in accordance with Child Protection Policy and Procedures.
- Maintain accurate manual and computer-based client records (in accordance with GDPR regulations).
- Provide support with administration duties, data collation, evaluation data and funder reports.
- Assist with the running of the service by being flexible and carrying out other duties as requested by management that are consistent with this post and the running of the service.
- Maintain professional boundaries when working with service users, staff, and external bodies, working within CY values and the CLD Standards Council.
- Follow CY policies and procedures at all times.

Person Specification

Qualifications, Training & Relevant Experience	Essential	Desirable
Qualification relevant to working with children and young people, e.g. SVQ Level 3 Social Service (Children and Young People) or a SVQ Level 3 Community Development Qualification.	E	
Experience of working one-to-one and providing group work for children and young people.	E	

Experience of delivering learning and development packages.	E	
Full Driving Licence and access to own vehicle		D
Competencies		
Knowledge and understanding of Child Protection	E	
Understanding of trauma informed practice	E	
Track record of supporting CYP with varying and complex needs	E	
Experience of engaging with a wide range of individuals and groups using appropriate approaches.	E	
Experience of developing and updating Health and Wellbeing Plans.		D
Knowledge of Risk Assessing CYP		D
Experience of, and commitment to working in partnership with other agencies and stakeholders to ensure successful delivery of service and needs of CYP		D
Ability to communicate clearly and effectively in writing and orally	E	
Ability to actively listen to others and to challenge others constructively	E	
Good IT skills appropriate to role	E	
Ability to prioritise, and work on own initiative, and within a team towards achieving organisational objectives	E	
Personal Qualities		
Demonstrates a positive person-centred and team-working approach	E	
Demonstrates values of trust, empowerment, empathy and equality	E	
Special Requirements		
Committed to equal opportunities and anti-discriminatory practice	E	
Able to work flexibly [shiftwork is a requirement of the role] and to do evening and some weekend work	E	
Experience of supporting volunteers (paid and/or unpaid).		D
Membership of PVG Scheme and complying with CLD Standards Council	E	

The post-holder will be expected to carry out other duties from time to time which are broadly consistent with the duties as detailed above including duties and responsibilities which may reasonably require by the Deputy Manager or Youth Development Worker.

The post holder will be required to work within and comply with the CLD Standards Council. The postholder is subject to holding PVG scheme membership to carry out work with protected vulnerable adults and children.