



13+ PROJECT WORKER

ANNUAL SALARY: SCP 27-34 (currently £33119 - £40509)

Full time (35.75 hours)

Until 30th June 2027 – with potential extension dependent on continuing funding

Responsible To:- Manager, The Citadel

OVERVIEW

The postholder will have a key role in the Citadel's 13+ Team, working across our services for young people aged 13 to 19. These include open access evening youth clubs; detached youth work in the Leith area; and employability services for young people aged 16 to 19 who are not in education, training or employment. The postholder may also be based in a local high school one or two days per week, providing 1:1 support and small group for targeted pupils. The post is currently funded until June 2027 with potential extension depending on continuation funding.

JOB DESCRIPTION

- Work with Citadel colleagues and volunteers to provide out of school youth work opportunities at the Citadel for young people of high school age, including evening youth clubs and detached youth work
- Build positive relationships with young people accessing our employability services and support their progression to positive destinations in education, training and employment
- Provide 1:1 support and small group work to develop young people's employability skills and address barriers to progression
- Provide 1:1 support and small group work for high school pupils who are at risk of disengaging from education
- Liaise with Skills Development Scotland, local schools and other potential referrers
- Build partnerships with other agencies to co-ordinate support for young people, including Social Work, Police and other youth agencies
- Attend and report to Young Person's Planning Meetings, Children's Hearings and other case reviews for young people, as required
- Maintain up to date and accurate records, including the use of City of Edinburgh Council's integrated employability database ('helix')
- Provide regular reports to funders as required
- Undertake regular evening work (1 or 2 evenings per week)
- Any other duties, as required (including occasional weekend work)

The Closing Date for Applications is 12 noon on Monday 15th June 2026

Interviews are scheduled to take place on Wednesday 24th June 2026



PERSON SPECIFICATION

Qualifications	Essential	Desirable
<ul style="list-style-type: none"> Professional qualification in Community Learning & Development, Youth and Community Work, Social Work or equivalent 	✓	
Knowledge/Experience		
<ul style="list-style-type: none"> Experience of work with young people in an informal education setting 	✓	
<ul style="list-style-type: none"> Understanding of community based youth work 	✓	
<ul style="list-style-type: none"> Understanding of the social issues impacting on young people, especially those at risk of disengaging from education and those who are 'not in education, employment and training' 	✓	
<ul style="list-style-type: none"> Knowledge of the education, employment and training opportunities available to young people 		✓
<ul style="list-style-type: none"> Experience of detached youth work 		✓
<ul style="list-style-type: none"> Experience of designing, implementing and evaluating group work programs 		✓
<ul style="list-style-type: none"> Experience of working with young people at risk 		✓
<ul style="list-style-type: none"> Experience of using databases to monitor and record outcomes 		✓
<ul style="list-style-type: none"> Experience of communicating with young people on digital platforms 		✓
Aptitudes/Skills/Qualities		
<ul style="list-style-type: none"> An enjoyment of work with young people 	✓	
<ul style="list-style-type: none"> An ability to build relationships with young people 	✓	
<ul style="list-style-type: none"> Commitment to principles of anti-discriminatory practice 	✓	
<ul style="list-style-type: none"> An ability to work on own initiative and to be a 'self starter' 	✓	
<ul style="list-style-type: none"> Ability to work in a team setting 	✓	
<ul style="list-style-type: none"> Excellent verbal and written communication skills 	✓	
<ul style="list-style-type: none"> Appropriate IT skills 	✓	
<ul style="list-style-type: none"> Digital media skills 		✓
<ul style="list-style-type: none"> Willing and able to work flexible and unsocial hours 	✓	