



ROLE DESCRIPTION

FOR GROUPWORK SESSIONAL YOUTH WORKER – SELF EMPLOYED - July 2017

Overview of Responsibilities

Above & Beyond run several youth projects and schemes for young people in the 11 – 25-year age range, their families and communities.

The sessions involve leisure, recreational and education activities.

The responsibility of the Youth Worker is to run these sessions under the direction of the Company Directors.

This involves planning and leading sessions, managing sessional Youth Workers and or Volunteers, and evaluating and reporting on outcomes.

Maintaining high professional standards to ensure the wellbeing and safety of the young people is of paramount importance in this role.

The specific hours worked may vary depending on the projects being run, and regular evening and some weekend work is required.

More specifically, the Youth Worker is responsible for managing and carrying out the following non-exclusive list of activities.

- Leading sessions
- To care and make paramount the welfare of the children and young people we work with.
- To communicate where necessary with Parents, carers and other family members.
- To ensure buildings used are kept clean and tidy or as we found them.
- Devising programmes of leisure, recreation, education and other activities.
- Encouraging the participation of young people in the planning and implementation of their own activities.
- Managing and fully participating in the activities of these programmes.
- Facilitating the young people to be as independent as possible.
- Facilitating evaluation of sessions by young people and staff and monitoring the overall effectiveness of programmes.
- To gather evidence of the impact of our work from the young people's families and communities.
- Communicating with users and their families and carers about the services.
- Ensuring the safety and wellbeing of all the young people always.
- Keeping Young People's information up to date
- Working within the values, policies and procedures of Above and Beyond especially those concerned with safeguarding and promoting equal opportunities.
- Attending supervision sessions with the Directors, staff-meetings and training sessions.
- Supporting and co-operating with the team to ensure that the objectives of the organisation are delivered efficiently.
- Maintaining basic and accurate financial record keeping.
- Working to a planned budget.
- To be familiar with the organisational policies and procedures of Above and Beyond and can implement them efficiently and effectively.

PERSONAL SPECIFICATION

Essential

- An interest in and commitment to Above and Beyond.
- To be passionate and have enthusiasm about working with young people and their families.
- Experience of youth work or working with young people.
- Aware of the issues that can affect young people, their families and communities.
- Able to build professional, guiding, developmental relationships with young people.
- A sound understanding of safeguarding and current safeguarding theory and good practice.
- An understanding of Health and Safety issues.
- A good track record of successfully delivering projects or services.
- Self-motivated, flexible and able to work with little supervision.
- Experience of working with Volunteers.
- Able to work as part of a small team.
- Good communication skills.
- Basic ICT skills.
- Experience of planning projects, monitoring progress and managing risks.
- To have a sound understanding of the importance of confidentiality.
- Have a sound understanding of equality and anti-oppressive practise.

Desirable

- At least Level 3 (or equivalent) qualification in youth work or a related discipline.
- Performance skills, arts and crafts, sports, music, cooking, and any other skills that may benefit our organisation.
- Driving license.