



ROLE DESCRIPTION FOR COACHING AND MENTORING SUPPORT SESSIONAL YOUTH WORKER – SELF EMPLOYED

Overview of Responsibilities

Above & Beyond run Coaching and Mentoring support sessions for referred young people in the 11 – 16-year age range. The role will also have active support and interaction with the young people's families.

The sessions will involve the post holder in establishing, building, maintaining a professional guiding and educative relationship with the referred young people. Sessions could involve leisure, recreational and education activities. The role will also see the post holder developing a wide range of activities that will enable the young person to build their personal resilience and establish for themselves a positive and better future. Sessions that address issues such as anger, bereavement, anxiety, poor social skills, low self-confidence and so on will be designed and delivered by the post holder.

The post holder will also support and interact with other professionals or agencies who are working with the family or young person. This could involve attending case conferences or other meetings.

The responsibility of the post holder is to run these sessions under the direction of the Company Directors.

This post holder will plan and lead sessions and evaluating and reporting on outcomes. The work will be needs driven. The Post holder will make active use the Above and Beyond Soft Indicator assessment tool.

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 will vary depending on the availability and needs of the young people. Some evening and weekend work maybe required.

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

- Leading and developing 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 has we found them.
- Devising programmes of leisure, recreation, education and other activities.
- Devising programmes of personal development activities that address issues such as poor anger management, social skills, anxiety, lack of self-confidence etc
- 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 monitoring the overall effectiveness of activity
- To gather evidence of the impact of our work from the referred young people and their families.

- Communicating with users and their families and carers about the services whilst maintain professional confidentiality in line with Above and Beyond Corporate policy.
- Ensuring the safety and wellbeing of all the young people always.
- Keeping Young People's records up to date of every interaction
- 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 polices 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.
- Experience in active partnership working to achieve objectives
- 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.
- Able to work alone and use own initiative
- Able to work as part of a small team.
- Good communication skills.
- Basic ICT skills.
- Experience of planning personal developmental programmes for young people, 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

- 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.