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| <b>Job Ref:</b><br><b>YPPW</b>   | <b>Job Description</b>  |
| <b>Job Title:</b>  | Youth Worker   |
| <b>Reports to:</b>   | Senior Youth Worker, Youth Work Manager and Head of Youth Services   |
| <b>Salary / Hours:</b>   | 2.5 hours per session per week during school term time £26,403 per annum pro rata                          |
| <b>Main Purpose of Job:</b>  |  |
| <p>To work with the Senior Youth Worker, Youth Workers, Youth Development Worker, volunteers and other relevant partners, often in a relaxed and informal setting. To support young people to identify and respond to their social, recreational and educational needs.</p> <p>Working with young people can take place in a variety of settings, clubs, organisations and projects.</p> <p>The purpose of this work is to:</p> <ul style="list-style-type: none"> <li>• Build self-esteem and self confidence in young people</li> <li>• Facilitate young people’s learning and their personal and social development</li> <li>• Respond to individual and group needs</li> <li>• Encourage a positive group atmosphere</li> <li>• Build the capacity of young people to consider risk, make reasoned decisions and take control</li> </ul> |  |

**Main Responsibilities and Duties:**

- Make contact and establish positive relationships with young people based on trust and mutual respect.
- Encourage active participation of young people in the decision-making and running of activities.
- Take action together with young people, Youth Mentor and volunteers to tackle issues and meet needs.
- Create opportunities for young people to meet in a relaxed, secure environment.
- Facilitate young people's learning and their personal and social development.
- Create an atmosphere which encourages the development of ideas.
- Assist in developing a varied programme of activities which reflects the needs of young people both educationally, socially and recreationally.
- Contribute to the recording and evaluation of the project's programme of activities.
- Take responsibility for young people during activities in terms of their health & safety.
- Involve young people in the decision-making processes whereby individuals and groups take on responsibilities for themselves and others in their projects and the wider community.
- Assess the social and educational needs of young people and pass concerns on to the senior sessional youth worker.
- Ensure the implementation of NYY's Policies & Procedures.
- To attend staff meetings in order to plan the activity programme, receive guidance of any changes in current practice and to discuss any other issues that affect the running of the project.
- Attend relevant and essential training sessions including, Child Protection training and First Aid training.
- Follow Child Protection Guidelines and report any concerns using the correct procedure.
- There is no line management responsibility with this post.
- Complete other reasonable tasks in order to fulfil role purpose or as instructed by the Youth Mentor or the Youth Development Manager

**Principle Working Relationship**

- Senior Youth Worker
- Youth and Community Development Worker
- Youth Work Manager
- Head of Youth Services
- Volunteers
- NYCC Children and Young Peoples Services

| <b>Knowledge and Experience</b>  |   |   |
|--|---|---|
| <b>Person Specification:</b>   | <b>Essential</b>  | <b>Desirable</b>  |
| <ul style="list-style-type: none"> <li>• A recognised youth work qualification at level 2 or higher or a commitment to work towards this</li> <li>• Safeguarding and child protection training</li> <li>• Commitment to and experience of equal opportunities practice.</li> <li>• Commitment to young people's welfare.</li> <li>• Commitment to participate in staff meetings.</li> <li>• Able to work flexible hours, including regular evening, weekend work</li> <li>• Experience of informal education, working face-to-face with young people in a youth work setting</li> <li>• Experience of working with staff from other agencies</li> <li>• Understanding of the issues that affect young people's lives</li> <li>• Knowledge of Health and Safety issues</li> </ul> | <ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> </ul> | <ul style="list-style-type: none"> <li></li> <li></li> <li></li> <li></li> <li></li> <li></li> <li></li> <li>✓</li> <li></li> <li></li> </ul> |
| <b>Personal Skills</b>   |   |   |
| <ul style="list-style-type: none"> <li>• Ability to work directly with young people to develop their informal education and personal development</li> <li>• Skills that can be shared with young people, e.g. arts or sports skills</li> <li>• Skills to use computer programmes including word processing, internet browser and email applications</li> <li>• Skills to write plans, recordings, and evaluations</li> <li>• Ability to support and work with young people on a one-to-one basis</li> <li>• Skills to establish professional relationships with groups of young people</li> </ul>  | <ul style="list-style-type: none"> <li>✓</li> <li></li> <li></li> <li></li> <li>✓</li> <li>✓</li> </ul>                                     | <ul style="list-style-type: none"> <li></li> <li>✓</li> <li>✓</li> <li>✓</li> <li></li> <li></li> </ul>                                       |
| <b>Other Requirements</b>  |   |   |
| <ul style="list-style-type: none"> <li>• DBS clearance</li> </ul>  | <ul style="list-style-type: none"> <li>✓</li> </ul>   |   |