

JOB DESCRIPTION

Job title	Youth Worker (P/T) (16 hours)		
Department	People and Performance		
Location	Treharris BGC		
JE ID		Date Last Evaluated	2016
Job Purpose	<p>To plan and deliver appropriate activities that respond to the educational and developmental needs of young people not attending existing youth and community services within the County Borough.</p> <p>To take responsibility for delivery of a specific area/specialism of youth work and community work in partnership with colleagues to ensure effective delivery across the borough.</p>		
Main Tasks performed	<p>To deliver an agreed programme of non formal learning in a variety of settings to individuals or groups of children and young people and where possible provide opportunity to accredit their achievements.</p> <p>To deliver a diverse range of Youth Work activities including sports and physical activities, team games and challenges, arts and crafts related pursuits.</p> <p>To assist in the development of programmes that will provide young people with additional support, which will enhance their chances of overcoming adversity that could hinder their personal development and educational achievement.</p> <p>To assist delivery of specific learning programmes that sit on the qualification framework for young people who are at risk of becoming disengaged from education, training or employment (NEET) e.g. DofE Award YAA</p> <p>To assist in the delivery of the Duke of Edinburgh's Award Scheme, including expedition training and assessment.</p> <p>To work with children and young people from under-represented groups to support and enable them through a variety of personal , social and learning opportunities and in differing settings to have the confidence to integrate into main stream provisions and events</p>		

	<p>Use appropriate tools in order to plan effectively, meet the needs of the organisation aims and to measure impact that intervention has had on young people's social and personal development.</p> <p>To gain feedback from young people and partners in order to reflect on own practice, review and evaluate thus continually improving performance.</p> <p>To ensure that young people are consulted and involved in the planning of the programme and engaged in the decision making process.</p> <p>Enable young people to establish and maintain links with forums especially the Merthyr Tydfil Youth Forum, school councils and to encourage Young People to be represented on National forums.</p> <p>To assist young people to access information to the range of information and support services available to them.</p> <p>To work in partnership with other agencies and departments to provide opportunities to enhance young people's personal, social, educational development. Whilst ensuring good and effective use of resources within the community.</p> <p>To complete the effective recording of your area of work with young people through the youth service MIS including ensuring young people's learning is recorded effectively</p> <p>To assist in identifying relevant resources in support of the delivery of a balanced curriculum of learning opportunities and activities, within agreed or available resources.</p> <p>Ensure safe working practices, adhering to MTCBC health and safety and safe guarding policy, procedures and practices.</p> <p>To complete the necessary administrative processes and procedures efficiently and effectively, working to deadlines and attend and feedback on all relevant meetings.</p> <p>Personally participate in a minimum of two continuing professional development opportunities per year to maintain fitness to practice.</p> <p>To complete any other task as deemed appropriate to that of a part time youth workers role at the request of the Senior Youth Worker or Youth & Community Officer.</p>
<p>Resources <i>Items that are personally accountable to the post-holder. i.e. cash / cheques, plant/equipment, stock/materials buildings</i></p>	<p>None</p>
<p>RESPONSIBILITY</p>	

For People	None
For Finance	None
Communications	Must have experience of the delivery of training and information workshops to young adults and of imparting accurate information, advice and guidance to Young People clearly and concisely.
Decision Making	Ability to work on own initiative and as an integral member of a team.
PERSONAL DEMANDS <i>Include here any unavoidable exposure to risk of mental / physical injury</i>	
Mental	<p>Possess an understanding of the key issues impacting on young people's lives in today's society.</p> <p>An understanding of disability issues (empowerment, choice, advocacy).</p> <p>Demonstrate the capacity to work in a non-stigmatising and anti-oppressive environment.</p> <p>Must have patience and an ability to stay calm often in challenging situations.</p>
Physical	Must be moderately fit and able to stand or walk and lead sporting and physical activities for up to 3 hours

PERSON SPECIFICATION		
	Essential	Desirable
Formal qualifications	<p>Welsh Language Level 1</p> <p>Have excellent communication and interpersonal skills with young people and partners</p> <p>Demonstrate good report writing and evaluative skills</p> <p>Have knowledge of the major policies and legislation relating to working with young people</p> <p>Ability to set priorities and meet deadlines</p> <p>Be able to effectively deal with challenging situations and individuals</p> <p>Must be able to lead by example, be able to motivate staff and develop</p>	<p>Experience of supporting young people within street based approaches to services</p> <p>Experience of working with young people with learning difficulties / autism etc.</p> <p>Experience of working with people with complex needs/ challenging behaviour including offending behaviours.</p> <p>Ability to speak Welsh fluently.</p>

	<p>positive relationships through trust and honesty</p> <p>Must be an approachable outgoing individual</p> <p>Must be able to work antisocial hours on a weekly basis and weekends</p> <p>Possession of a driving license.</p>	
Technical skills required	<p>A working knowledge of IT and its application in the workplace.</p> <p>Foundation Course in Youth and Community Work or NOCN Level 3 Youth Work or equivalent level 3 qualification.</p> <p>Committed to undertake a programme of continuous professional development to maintain fitness to practice.</p>	Youth and Community Work Degree
Amount of experience required	2 years previous experience in working with young people.	
Personality attributes required	<p>Have experience in planning facilitating, delivering, monitoring and evaluating a programme of learning opportunities for young people</p> <p>Experience of providing opportunities that promote independence and inclusion</p>	
Special requirements (i.e. car driver)	The ability to drive is essential.	Possession of a Mini Bus license (D1)
Manager's signature		
Head of Department signature		
Date		

RECRUITMENT PACKAGE TO BE OFFERED

Job Title:	Youth Worker (P/T) 16 hours
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Department:	People and Performance, Youth Service
Annual gross basic salary:	£11,113.47
Further Information	For an informal discussion about this role please contact Nigel Sheppard Tel No: 07703356554
Hours of work:	Flexible, three evening sessions per week
Location:	Treharris BGC
Special conditions:	Must be moderately fit and able to stand or walk for up to 3 hours, undertake off site activities, engage with challenging Young People in a calm and efficient manner.

Please note that it is an essential requirement for all external new starters after 1st April 2021 to be qualified in Welsh Language Level 1 (minimum) and be able to provide evidence to support this. Candidates who fail to do so will not be able to take up their position with the Authority.