

## JOB DESCRIPTION

### Youth Support Worker



**SANDBACH**  
Town Council

#### **Main Function of Position**

To support the Senior Youth Worker to plan, deliver and evaluate targeted diverse youth work programmes via weekly Youth Hub, held at Sandbach Town Hall.

<b>PROPOSED GRADE</b>	SCP 5 (£23,500 Pro Rata / £12.21 per hour)
<b>HOURS</b>	3 per week
<b>Responsible To:</b>	Chief Officer/Lead Youth Worker
<b>Responsible For:</b>	No line management responsibility.

#### **Specific Responsibilities:**

1. Contribute to the planning, delivery and evaluation of Council's targeted Youth Work programmes, as directed, to promote participation, personal, social, and educational development of targeted and vulnerable young people and to ensure they gain positive outcomes and ensure these are within the H&S guidelines.
2. Create a safe and welcoming environment where young people can feel safe and develop new skills and engage.
3. Work and engage with young people to create and deliver informal and accredited learning opportunities.
4. Develop and maintain positive relationships with young people which allow the delivery of effective targeted youth work and ensure the young person's wellbeing and re engagement.
5. Act as advocate for young people ensuring that young people's voice is heard and captured
6. Contribute to the completion of assessments, engagement plans and recordings to facilitate monitoring of progress of young people. Contribute to risk assessments and reporting systems line with Council policies and procedures to ensure the accurate collection of data and quality assurance of provision.
7. Ensure all safeguarding policies and procedures are adhered to, and young people are safe from harm or exploitation.
8. Work with partner agencies to engage young people across various services and parent's agencies to re-engage with provision / services.

<b>CRITERIA</b>	<b>DESIRABLE</b>	<b>ESSENTIAL</b>	<b>METHOD OF ASSESSMENT</b>
<b>Qualifications</b>	Level 2 or above in Youth Work or equivalent experience	General Education	Application form Certificates Interview
<b>Experience</b>		Experience of working with young people	Application form Certificates Interview
<b>Technical, Specialist or Job Related Knowledge</b>	Awareness of Accredited programmes for young people	Knowledge of young people and issues and barriers they are facing.  Good communication skills with young people and adults  Listening skills, Empathy and able to feedback  Flexible  Resilient  Self-motivated	Application form Certificates Interview
<b>Theories, Techniques, Concepts</b>	Able to plan, deliver, and evaluate programmes and activities within building settings, detached and outreach services	Direct practical experience	Application form Certificates Interview
<b>Procedures, Policies, Legislation, Organisational Structures</b>	General awareness of national youth support agenda and related framework and documents.	Awareness of working within safeguarding frameworks  Experience of working within Local Authority policies and procedures.	Application form Certificates Interview

<b>Skills and Aptitudes</b> <i>(e.g. Operation of Equipment and Machinery, Languages, inc. Foreign and Sign Language)</i>	A specific area of skill that can be used with young people	Organisational skills  Understanding of issues that affect young people  Able to use IT and record on data bases  Work as a team and under own initiative	Application Form  References  Interview
<b>Other Requirements</b>		Able to work daytime, evenings and occasional weekends  Hold a full driving licence  Ability to converse at ease with customers and provide advice in accurate spoken English is essential for the post  Flexible approach to work	