



# **Job Information Pack Youth Worker**

## Our Values

The post holder will be expected to operate in line with our organisational values which are;

- **Value the Individual** – Respect others, ourselves and the people we work with in all that we do
- **Giving of our best** – Showing commitment in our work and to enable young people
- **Caring Deeply** – Have a passion for the work we carry out
- **Providing Creative Solutions** – Show innovation in the approaches we take in supporting young people
- **Communicate authentically and truthfully** – Show openness in our dealings and approaches to people

**Title:** Youth Worker

**Reports to:** Youth & Community- Programmes Manager

### **Background**

YMCA Dulverton Group is a fast-developing Charity which currently operates across 19 locations and is serving an area of 820 square miles across 4 counties. We are committed to young people and opening doors for the community.

We deliver a range of youth work programmes and activities to help support young people in a variety of settings and circumstances, including the most vulnerable and challenging young people.

This youth work position will offer the successful applicant the opportunity to work from two of our main youth hubs providing quality youth provisions.

### **Purpose**

The postholder will work as part of a team to design and deliver provision which is well used and engages young people in positive activities to develop their interpersonal and life skills, build confidence and provide them with opportunities to belong, contribute and thrive.

- Will actively work as part of a team to provide safe, welcoming, and supportive open access and planned delivery for children and young people aged 10 – 18.
- Will proactively help to develop the programme, services and as a practitioner through engagement with young people, families, and reflective practice; to continually maintain and raise the standard of the work.
- Will work as part of a team to deliver an effective quality service to young people and the community; and to promote a tolerant and caring environment consistent with Christian values and the values of YMCA Dulverton Group.
- Will work to develop partnerships with local organisations to increase the usage, variety, quality and sustainability of services and provision for young people in their local communities.
- Will contribute to a network of services and provision to enable well informed varied signposting to find the most appropriate opportunities for each young person as an individual.

### **Responsible for:**

- 1.1 Working to achieve the key outcomes of the Strategic Delivery Plan.
- 1.2 Help to ensure that clear, accurate and relevant data is collected from all work; to inform evaluation and planning and capture the value and impact of the work.
- 1.3 Promote the opportunities and services to increase the usage, value and benefit offered to young people and the community.

- 1.4 Support good working relationships and communication with YMCA Dulverton Group wider areas of work, and relevant partners.
- 1.5 Interact and communicate with young people establishing appropriate relationships to safeguard and ensure good standards of support, provision and behaviour.
- 1.6 Encourage young people to develop a positive attitude to themselves, others and their environment and actively seek opportunities for young people to volunteer and engage in the work.
- 1.7 Respond to and challenge people displaying antisocial behaviour, in accordance with designated procedures and behaviour policy.
- 1.8 Assist in the effective operation of facilities and building management.
- 1.9 Consider opportunities and present ideas to grow and develop the services in line with YMCA Dulverton Group's Strategy.
- 2.0 Work across the organisation to build a learning culture and a safe, positive working environment.

## **Main Responsibilities**

- Conduct yourself in a polite, professional, and approachable manner at all times.
- To work flexibly in terms of location and shift pattern to include evenings and weekends, when required.
- To keep informed of the policies and procedures of YMCA Dulverton Group including Emergencies and Child Protection and ensure they are adhered to.
- To carry out duties in line with the policies and procedures of the YMCA Dulverton Group including Health and Safety, Data Protection, Safeguarding and Professional Boundaries.
- To participate in training, meetings, networking, and other appropriate activities as requested.
- To be an advocate for and representative of the association both internally and externally.
- To undertake any other duties as deemed appropriate by the Director of Operations, Chief Executive and Board of Directors.

## **Line Management**

The individual is responsible to the YMCA DG Youth & Community – Programmes Manager and will be line managed by the Senior Lead Youth Worker.

## **Health and Safety**

- In carrying out this role you have a duty (under Health and Safety legislation) to take reasonable care for the health and safety of yourself and that of others. This implies taking positive steps to understand the hazards in the workplace, to comply with safety rules and procedures and to ensure that nothing you do, or fail to do, puts yourself or others at risk. This includes managing a safe and secure environment for people who use our services.
- This duty includes checking that any person entering YMCA Dulverton Group property has a right to do so and their visit is recorded in accordance with YMCA Dulverton Group procedures.

## **General**

- To maintain and develop up-to-date professional knowledge and skills through training, reading and other such activities and to incorporate the same into practice.
- Work across the organisation to build a learning culture and positive working environment.
- To maintain and demonstrate a commitment to YMCA Dulverton Group's Vision, Values and strategic aims and objectives and ensure all activities reflect the values of YMCA Dulverton Group.

- Managing health and safety issues in your area of responsibility in line with the relevant section(s) of the Health and Safety Policy.
- Complying with YMCA Dulverton Group's GDPR, confidentiality and information security policies at all times.
- To undertake such other duties and responsibilities reasonably consistent with the role of part time youth worker.
- YMCA Dulverton Group is committed to the protection and safeguarding of children and adults at risk and promoting their welfare. The YMCA Dulverton Group, therefore, expects all staff and volunteers to share this commitment.
- The candidate must be committed to equality and diversity in the workplace.
- This post is subject to an enhanced level DBS Disclosure in respect of the Adults/Children's Workforce.

## **Person Specification**

### **Qualifications and Experience**

- A Level 2, or above, in youth work or childcare (or equivalent), or, a willingness to undertake training
- Experience of working with young people from different backgrounds, providing a range of activities and support
- Experience of building and maintaining effective, professional relationships
- Knowledge and understanding of Child Protection and Professional Boundaries principles and practice
- Knowledge and understanding of confidentiality and Data Protection principles and practice

### **Knowledge, Skills, Abilities**

- Excellent verbal communication, and interpersonal skills
- Good written communication, IT skills and the ability to maintain accurate records
- Able to work using own initiative and as part of a team
- Good organisation and time management
- Willingness to promote access and inclusion
- Attention to detail and ability to reflect and evaluate
- Good customer service and ability to promote the work to young people, partners, and the community

### **Personal Qualities**

- A passionate desire to make a positive change through creating opportunities in all that you do
- A belief in the value and potential of children and young people as individuals and as a group
- Motivated and committed to continuous professional development
- Creative approach to problem solving, exploring ideas and opportunities and a solution focused approach
- Can evidence an understanding of principles of Equal Opportunities
- Professional and diplomatic approach
- An ability to work under pressure and remain calm in challenging situations
- Genuine enthusiasm and empathy for the work of the organisation and the individuals we work with
- Able to support the Christian Ethos and Values Base of YMCA Dulverton Group
- An honest and open approach
- Capable of an acceptable result to Enhanced DBS check
- Demonstrates a proactive approach taking responsibility for areas of work and finding solutions.
- Is adaptable to change/embraces and welcomes change.

### **Other Requirements**

- Full driving licence and access to a car

## **Main Terms of Employment**

**Salary:** £12.21 per hour

**Location:** Weston Youth Centre, Weston-Super-Mare

**Hours:** 6 per week

**Flexible working:** We provide flexible working arrangements to support team productivity and stability. This may include changed working patterns and working from different sites

**Holidays:** 5.6 weeks per year, plus bank holidays