

Job Description and Person Specification –

Targeted Youth Worker

**Job Purpose:** Working as part of a well-established team of youth workers in Sidmouth, while independently developing our targeted work exploring risk taking and harm reduction with young people. You’ll be responsible for delivering proactive, engaging and high-quality Youth Work in the community, as well as group work and 1:1s. You will get to know young people and work with them to provide opportunities to explore risk taking, reduce potential for harm and experience safe relationships. We are looking for someone who has experience of inspiring young people to explore their choices and thinking and has some knowledge of adolescence development, risk taking and potentially harmful substances.

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## Responsible to: Youth Work Coordinator

**Responsible for:** Sessional youth workers and volunteers

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**Key Outcomes:**

1. **Young people feel and stay connected in the right way, at the right time, for them:** by engaging with young people where they are at, at the youth center, in group sessions at college and out in the community, young people will be supported to access other youth services, creating sustainable outcomes for young people and their communities.
2. **Young people experience safe and trust-based relationships, starting with where young people are at:** focusing on developing trusting relationships with young people and meaningful conversations exploring adolescence, risk taking and reducing harmful behaviors.
3. **Young people reduce** **involvement in and harm from drug related activity, using, supply, exploitation:** through providing opportunities to engage with youth workers and other young people in conversation and session activities, appropriate for their stage of development, young people make safer choices about their themselves and their community.

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**Our Values**

* We encourage leadership, promote professionalism and celebrate innovation.
* We are trusting and trustworthy, non-judgmental, honest, empowering and challenging.

# Main duties and responsibilities

**Working within Young Devon policies and current good practice.**

**Delivery**

* Operational responsibility for the local delivery of Targeted Youth Work with support from Line Manager, Youth Work Coordinator and Team Leader.
* Targeted work in the community with young people to enable them to participate and be actively engaged in 1:1s and group sessions
* Develop and deliver group work sessions in schools on harmful substances, risk taking and safer choices.
* Using a relational approach, use fun and engaging activities to encourage participation.
* Assess needs, interests and wants of young people and plan Youth Work, with Young People having a strong input to project design, deliver this to groups in the community and in school, and follow up 1:1 with young people.
* Develop and gather quality resources to support targeted work and share with Youth Workers in team meetings.
* Develop professional relationships internally and with multi- agencies and other appropriate individuals/groups/organizations to enable signposting and effective multiagency working
* Supporting the Youth Work Coordinator in establishing and developing specific policies, systems and procedures needed.

Practice

* Monitor and evaluate work, with the Youth Work Coordinator to ensure services are delivered to action plans, quality and financial standards.
* Responsible for the collection and analysis of information related to achievement of the project targets
* Responsible for building relationships with the team of Youth Workers in Sidmouth and sharing learning and reflecting together.

**Safeguarding & Safety**

* Ensure that safeguarding of children and vulnerable young people is carried out and promoted through every piece of work Young Devon does.
* Ensure that Young Devon policy and practice is implemented to a standard that meets health and safety regulations with the highest regard to the safety of young people, employees, volunteers, students and hosts.
* Maintain Young Devon and partner agencies premises and equipment to a high standard.

**Financial responsibilities**

* Work within agreed budgets to ensure that financial targets are met.
* Assist colleagues to implement marketing and fundraising plans for Young Devon.

**General**

* Abide by Young Devon’s code of conduct, equal opportunities and other relevant policies.
* Embed a culture and practice of reflection and evaluation across all work
* Contribute to service development by making suggestions and expressing views to Line Manager
* Ensure the health & safety of all work is well managed and follow policy and procedures
* Ensure that tasks are carried out effectively and all records kept up to date.
* Meet targets and deadlines according to agreed Key Performance Indicators.
* Participate and contribute to supervision sessions with Line Manager
* Attend and contribute to team meetings and other events when required
* Participate in professional development training as agreed with the line manager.
* Develop positive working relationships with other Young Devon staff.
* Represent Young Devon at relevant meetings in a professional and positive manner.

**Working environment**

The post holder will be expected to work 10 hours per week. Flexible working across the week is desirable.

* Hours of work will vary to meet the needs and availability of young people
* The post holder will be expected to travel within the locality and occasionally elsewhere and to transport young people in own vehicle or travel on public transport with young people
* Some evening and weekend work will be required

A degree of flexibility is needed and the post holder may be required to perform work not specifically referred to above. Such duties however will fall within the scope of the post.

Full DBS check will be required.

**Person Specification:**

Your application will be assessed throughout the process against the following criteria. When completing your application form you are advised to address the following:

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|  | **Essential** | **Desirable** |
| **Knowledge and Qualifications** |  |  |
| Safeguarding, health and safety and risk assessment procedures | Y |  |
| Youth and Community Work, Health, Education, Social Work or other relevant qualification (NVQ level 3 or equivalent) | Y |  |
| Process of planning, delivering and evaluating youth work programs, group workshops, community projects and/ or positive engagement activities. | Y |  |
| Core principles of youth work and building effective relationships with young people. | Y |  |
| Knowledge of adolescence development and risk taking, including drugs/ harmful substances | Y |  |
| Knowledge of contextual safeguarding | Y |  |
| **Experience** |  |  |
| Experience of working with children and young people in an informal environment, ideally including through outreach and street based sessions. | Y |  |
| Experience of facilitating group workshops in a formal setting, for example in schools, whilst still adopting a youth work approach | Y |  |
| Experience of working with and developing partnerships with multi-disciplinary professionals including Statutory and Non-statutory services and the Voluntary Sector | Y |  |
| Experience of promoting equality of opportunity and reducing barriers to participation for particularly vulnerable children and young people |  | Y |
| Experience of project planning, monitoring and evaluation | Y |  |
| Supervision of either paid or voluntary workers | Y |  |
| **Skills and Attributes** |  |  |
| An understanding of the work of Young Devon and a commitment to the values underpinning our work | Y |  |
| Creative, inspiring and energetic | Y |  |
| Leadership skills | Y |  |
| Organisational & administrative skills including report writing and computer literacy | Y |  |
| The ability to use or develop flexible strategies/approaches to engage young people with a variety of needs or vulnerabilities, using a person centered approach | Y |  |
| Flexible approach to work including willingness to work irregular hours | Y |  |

Young Devon is committed to Safeguarding children, young people and vulnerable groups and all applicants who will or could have unsupervised access to these groups will complete the required checks through the Disclosure and Barring Service