## Role Profile

|  |  |  |  |
| --- | --- | --- | --- |
| **Job title** | Outreach Worker  | **Hours**  | **Friday 6pm – 10pm****Saturday 6pm – 10pm**4 to 8 Hours per week |
| **Salary/Hr Rate**  | Up to £9.50 per hour | **Contract Type** | 1-year fixed termContract. |
| **Reporting to:** | Youth Zone Manager  | **Holidays:** | 33 days per year (including bank holidays) Pro Rota |
| **Location:** | Inspire Youth Zone, Chapel Street, Chorley, PR71BS |
| **Key Relationships:****Closing date:****Interview date/s:** | Youth Zone staff, volunteers, young people, parents, third and public-sector organisations12pm Friday 9th August 2019 |
|  | Week beginning 12th August 2019 **Please ensure that you are available to attend the interview on these dates.** |
|  |  |

1. **Job Purpose:**

The Inspire Youth Zone has been successful in securing additional funds to support our outreach activities across the Chorley Borough. We are seeking to recruit a **team of two** suitably experienced youth workers to support our borough wide targeted outreach activities.

1. **Context of the post:**

Inspire Youth Zone opened in Chorley in May 2018 and provides both universal and targeted opportunities for young people aged 8 to 19, and up to 25 for young people with additional needs. We are a registered charity and are supported through a unique partnership between the business community, the local authority, charitable funders and the wider community. With over 5,000 members at the end of our first year of opening, we provide 20+ activities each evening to over 1200 young people, 52 weeks a year.

We are however more than just an activity centre. We provide young people with ‘somewhere to go, something to do and someone to talk to’. Our team of around 50 staff and over 50 volunteers provide a safe, supportive and inspiring space for young people to make the very best use of their leisure time and acquire the skills, knowledge and confidence to lead healthy and successful adult lives. We inspire young people to be ambitious, raise their aspirations and help our members to define and realise their goals.

Our service houses a dedicated sports hall, a climbing wall, gym, boxing ring, dance and performing arts studio, art room, media suite, kitchen, music spaces, cafe, social areas and an outdoor floodlit all-weather pitch.

|  |  |
| --- | --- |
| 3 | Specific Duties and Responsibilities |
| 3.1 | Support the design and delivery of an effective targeted (geographically and thematically specific) and universal (borough wide) outreach programme that successfully engages young people to become members of Inspire Youth Zone.  |
| 3.2 | Ensure appropriate and effective use of project resources  |
| 3.3 | Work collaboratively with IYZ staff, volunteers and young people to realise our outreach and engagement ambitions |
| 3.4 | Work collaboratively with external organisations, professionals and individuals to deliver the outreach programme and to realise our outreach and engagement ambitions. |
| 3.5 | Support the monitoring and impact assessment of our outreach activities and where possible promote the project’s success. |
| 3.6 | Encourage and enable young people to participate in the full range of activities provided by the IYZ. |
| 3.7 | Work directly with children and young people to develop their social skills and build their confidence by delivering programmes of activities and services. |
| 3.8 | Work with other mangers and leads, deliver high-quality activities that are exciting, safe, varied, innovative, developmental and directly responds to the diverse needs, concerns and interests of the young people. |
| 3.9 | Establish positive relationships with children and young people. |
| 3.10 | Contribute to and promote the programme of activities to ensure that opportunities are accessible to all who wish to become involved. |
| 3.11 | Work flexibly to ensure the needs of the members are met, including disadvantaged children and young people and those with disabilities or additional needs. |
| 3.12 | Ensure that the members maintain a high standard of behaviour and discipline during sessions. |
| 3.13 | Ensure the participation of young people in activities and that their ideas contribute fully in the design, delivery and evaluation of activities. |

|  |  |
| --- | --- |
| 4 | General Duties and Responsibilities |
| 4.1 | Be alert to issues of safeguarding, ensuring the welfare and safety of Youth Zone members is promoted and safeguarded, and to report any safeguarding concerns to the designated safeguarding leads using the safeguarding policies, procedures and practice. |
| 4.2  | Up to date Risk Assessments and for health and safety procedures & policies  |
| 4.3 | Assist with any promotional activities and visits that take place at the Youth Zone or out in the community. |
| 4.4 | To actively promote the Youth Zone and positively contribute towards increasing Youth Zone membership. |
| 4.5 | Work within the performance framework and values of Inspire Youth Zone and OnSide Youth Zones. |
| 4.6 | Represent Inspire Youth Zone positively and effectively in all dealings with internal colleagues and external partners. |
| 4.7 | Comply with all policies and procedures, with reference to safeguarding, codes of conduct, health and safety and equality and diversity. |
| 4.8 | The ability and willingness to travel to meetings and events across the borough.  |

|  |  |
| --- | --- |
| 5 | Requirements |
| 5.1 | This post is exempted under the Rehabilitation of Offenders Act 1974 and as such appointment to this post will be conditional upon the receipt of a satisfactory response to a check of police records via Disclosure and Barring Service (DBS). |
| 5.2 | The role requires evenings and weekends. |

|  |  |  |  |
| --- | --- | --- | --- |
| **6** | **Person Specification** |  |  |
|  | **Selection Criteria**A = Application Form I = Interview T = Test | **Essential or Desirable** | **Method of Assessment** |
|  | **Experience** |
| **6.1** | Experience of working with young people aged 8-25 within a youth work environment.  | Essential | A & I |
| **6.2** | Experience of working in a role within a third sector organisation.  | Desirable | A, I & T |
| **6.3** | Experience of delivering of youth outreach and engagement activities with a geographical and thematic focus across a borough area. | Desirable | A, I & T |
| **6.4** | Experience of meeting the monitoring and reporting requirements of internal and external stakeholders. | Desirable | A, I & T |
| **6.5** | Experience of successful working in partnership with other agencies (public, private, third sector, community, leaders) | Essential | A & I |
| **6.6** | Experience of supporting young people who are disaffected, underachieving and/or have social/emotional barriers to participation. | Essential | A & I |
| **6.7** | Experience of working in a team and alongside volunteers. | Essential | A & I |
| **6.8** | Experience of working with diverse communities.  | Essential | A & I |
|  | **Educational / Vocational Qualifications** |  |  |
| **6.9** | Qualifications relating to social impact, communities, social care, young people and families.  | Desirable | A |
|  | **Skills** |  |  |
| **6.10** | Excellent written and verbal communication skills with experience of speaking and presenting in public and communicating effectively at all levels. | Essential | A, I & T |
| **6.11** | Ability to encourage, motivate and inspire those around you (providing reliable support to children and young people).  | Essential | A, I & T |
| **6.12** | Ability to work with young people to develop their social education by providing programmes of activities that are fun and enable young people to develop. | Essential | A & I |
| **6.13** | Strong commitment to children and young people and an ability to engage and build positive relationships with all young people, including disengaged and disadvantaged young people. | Essential | A & I |
| **6.14** | Confident in managing groups of young people within both a centre based and outreach setting.  | Essential | A & I |
| **6.15** | Ability to identify and address discrimination and work inclusively across all areas of practice.  | Essential | A & I |
| **6.16** | Ability to manage the administrative demands of working in a role of this type (recording, monitoring, reporting, evaluation). | Essential | A & I |
| **6.17** | Able to analyse and interpret data and information and set up systems and processes to monitor, measure, report and evaluate project activity. | Desirable | A, I & T |
|  | **Knowledge** |  |  |
| **6.18** | Understanding of the principles of working with children and young people. | Essential | A & I |
| **6.19** | Understanding of issues affecting young people’s lives. | Essential | A & I |
| **6.20** | Knowledge of health and safety, diversity awareness and safeguarding best practice and how these relate to children and young people. | Essential | A & I T |

**Inspire Youth Zone are committed to safeguarding and promoting the welfare of children, young people and vulnerable groups.**

**Inspire Youth Zone Values**

***Always Inspirational***

* Encourage young people to have fun and participate
* Make a positive difference to the lives of young people
* Be the person we needed when we were young

***Be a positive role model to young people and each other***

* Demonstrate confidence and leadership, be calm, interested and honest
* Show respect, concern and kindness for others, always
* Be reliable and consistent for the team and young people, always follow through

***Provide Leadership***

* Be organised and ambitious, the best
* Bring high energy, enthusiasm, innovation and creativity to every session
* Take responsibility and get involved, if something needs doing, do it

 ***Be Excellent***

* Be great at what we do, but strive to be and do better
* Be clear and focussed about what is important (young people)
* Advocate for young people and for Inspire