**Role Profile**

|  |  |  |  |
| --- | --- | --- | --- |
| **Job title** | Arts and Crafts Worker | **Salary:** | £7.70 – 9.00 per hour |
| **Reporting to:** | Junior Club Co-ordinator | **Holidays:** | 33 days including bank holidays pro rata |
| **Location:** | Inspire Youth Zone - Chorley | **Hours:** | Sunday 11am – 5pm split over 2 sessions |
| **Key Relationships:** | Youth Zone Coordinators, Youth Zone staff, young people, parents and local partners | | |

**Job Purpose:**

The Arts, alongside Sport and Youth Work is at the heart of Inspire’s offer to young people. The Arts offer at Inspire is wide ranging and includes visual arts, music, media, dance and drama. As a member of Arts Team, you will be key in ensuring young people have access to an exciting and creative arts programme that will be challenging, stimulating, fun, engaging and developmental. You will be involved in teaching the fundamentals of a single or range of arts activities in line with your own specialism, enabling young people to explore their creativity and grow their skills.

**Context of the post:**

Youth Zones are amazing places: accessible, vibrant, welcoming, fun and caring are just some of the words used by young people to describe their Youth Zone. Inspire Youth Zone, which is opening in April 2018 will be no different. Youth Zones are for young people aged 8 to 19, and up to 25 for young people with additional needs. Inspire Youth Zone is part of the growing OnSide network alongside Bolton, Blackburn, Manchester, Oldham, Carlisle, Wigan, Wolverhampton, Warrington and Wirral.

Inspire Youth Zone is centrally located, dedicated to young people making a bold statement about the importance of giving young people high quality places to go in their leisure time and has big ambitions to be a flagship for quality youth provision. Open 7 days a week, at weekends and during school holidays, the Youth Zone’s purpose is to help young people grow to be happy, healthy and successful adults.

The state-of-the-art £4.8 million building will provide young people with access to a range of activities, all offering young people the opportunity to try new things, meet new friends and gain support from friendly, warm and positive staff and volunteers. The facilities include a 3G pitch, a gym, sports hall and recreation area, and dance, arts, music and media suites.

Within the Arts Team we are looking for a range of talented arts youth workers to make up a team with a diverse set of skills and expertise who are also passionate about working with young people. You will have experience delivering in one or more of the following areas:

* Visual arts (painting, drawing, etc)
* Photography
* Textiles
* Fashion
* Costume design
* Media, design and animation

And more

**Duties and Responsibilities - Detailed**

* To listen to young people and create a seasonal arts and crafts programme.
* To deliver arts and craft activities to young people ranging from Valentine’s Day cards to fashion and design.
* The role is 100% face to face delivery with young people.
* Ensure that the arts and crafts activities are carried out in a safe and supervised environment.
* As part of the wider team maximise opportunities to lead or assist in events where necessary.
* To undertake and attend regular training and development sessions and events where required
* To encourage attendance and participation in arts activities, particularly by young people who do not usually participate in art.
* Safeguarding young people is paramount.

**Duties and Responsibilities - General**

Support the Vision, shape the culture and embed the following values of Inspire Youth Zone.

* **Genuine**
* **Organised**
* **Inspirational**
* **Challenging**
* **Adaptable**

**And Also**

* Be a role model for young people and present a positive “**can do**” attitude
* Take personal responsibility for own actions.
* Commit to a culture of continuous improvement
* Work within the performance framework of Inspire Youth Zone and OnSide
* Represent Inspire Youth Zone positively and effectively in all dealings with internal colleagues, and external partners
* Comply with all policies and procedures, with particular reference to safeguarding, codes of conduct, health and safety and equality and diversity to ensure all activities are accessible
* Represent Inspire Youth Zone positively and effectively in all dealings with internal colleagues, and external partners
* To be alert to issues of safeguarding and child protection, ensuring the welfare and safety of Youth Zone members is promoted and safeguarded, and to report any child protection concerns to the designated Child Protection Officers using the safeguarding policies, procedures and practice (training to be provided)
* To assist with any promotional activities and visits that take place at the Youth Zone
* To actively promote the Youth Zone and positively contribute towards increasing Youth Zone membership
* This role includes evenings and weekends.

**Person Specification**

|  |  |  |
| --- | --- | --- |
| **Selection Criteria\***  A = Application Form I = Interview T = Test/Personality Profile | **Essential or Desirable** | **Method of Assessment** |
| **Experience** | | |
| Experience of leading/supporting and working with groups of young people 8-12 and / or young people aged 13-21 | Essential | A & I |
| Experience of working with young people from diverse backgrounds and with challenging needs | Essential | A & I |
| Experience of delivering arts and craft sessions | Essential | A & I |
| Experience of delivering events / displays and performances | Desirable | A & I |
| Experience of working with young people with additional needs and disabilities | Desirable | A & I |
| Experience of team working and alongside volunteers | Essential | A & I |
| **Qualifications** |  |  |
| Level 2 Arts qualification or equivalent | Desirable | A |
| **Skills** |  |  |
| Ability to deliver high quality arts programmes with children and young people who face social exclusion, disadvantage and disaffection and manage such a group | Essential | A & I |
| Able to work as part of a team and under own initiative | Essential | A & I |
| Able to plan and evaluate programs of activity including production of session plans and evaluations | Essential | A & I |
| Able to communicate effectively with young people, parents, team members and members of the public  Able to work under own initiative | Essential | A & I |
| Ability to engage and build positive relationships with young people including disengaged and disadvantaged young people | Essential | A & I |
| **Knowledge** |  |  |
| Understand the principles of working with children and young people, the issues affecting their lives and knowledge of their needs | Desirable | A & I |
| Knowledge of health and safety, diversity awareness and safeguarding best practice | Essential | A & I |
| Basic knowledge of arts pathways | Desirable | A & I |
| **Special Requirements** |  |  |
| A willingness to work unsociable hours when required | Essential | A & I |
| The ability and willingness to travel to events in the region and beyond | Essential | A & I |
| DBS clearance and committed to Safeguarding children | Essential | A & I |

\*Selection criteria for guidance only, alternative methods may be used to assist the selection process

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

**OnSide Youth Zones Values**

As a Youth Zone community our values provide us with cohesion as a group. We celebrate our differences; however, these values help ensure our actions, behaviour and motivations as colleagues and volunteers reflect our shared vision.

1. **Serving Young People**

* Focus on serving young people
* Continuous improvement in the service we offer
* Building relationships

We are dedicated to the development of young people and shall always strive to provide them with an environment and activities that will best inspire and develop them; that can deliver the ‘wow’ factor and leave a lasting impression.

We shall work to high standards and go the extra mile to build strong, positive relationships with young people. We welcome all young people as they are, and support them to make good decisions, ensuring their changing needs remain at the heart of our services.

1. **Can-Do Approach**

* Getting results
* Motivating others
* Determination

We shall deliver exceptional results through our passion and energy, pushing the bar higher. We will encourage ourselves and others to take on new challenges, whilst offering support and seeking advice at times, with a real pride in what we do.

We must be resilient and determined to achieve our goals. We all understand that sometimes we will not get there but often we will achieve spectacular success.

**3. Teamwork**

* Openness
* Supporting others
* Valuing and respecting others

In our network every job and volunteer role is important. We value each person and his or her job as much as we value our own. We recognise the efforts of others, whether seen or unseen. We strive to be a team of high quality coaches; sharing our experience and best practice across the network and in turn benefiting from the experience of others.

We should encourage different views to our own, and support colleagues in their decisions irrespective of their outcome. We should be able to challenge colleagues openly, speaking up on controversial issues without fear. Therefore, our relationships will develop with each other based on trust, respect and dignity.

**4. Doing it Right**

* Acting with integrity
* Constant personal improvement
* Developing others

We are passionate about doing it right and are happy to seek specialist help when needed. We will train and be trained.

We encourage learning and development and will achieve ever-increasing personal competence resulting in a culture of constant improvement and professionalism.

**5. Innovation Friendly**

* Innovative environment
* Individual creativity

We want to provide an environment that generates innovative ideas and solutions; we are trailblazers. We wish to encourage employees, volunteers and young people to experiment with process and service provision.

We want an environment where innovation and creativity can flourish. We want a network where there is the freedom for individuals to think differently.