


<b>Job Ref:</b> <b>SYPPW</b>	<b>Job Description</b> 
<b>Job Title:</b>	Senior Youth Worker
<b>Reports to:</b>	Head of Youth Services
<b>Salary / Hours:</b>	4 hours per session per week during school term time £30,654 per annum pro rata £15.72/hour
<b>Main Purpose of Job:</b>	
<p>To take a leading role working with the NYY Youth Development Worker, Youth Workers, volunteers and other relevant partners, often in a relaxed and informal setting. To support young people to identify and respond to their social, recreational and educational needs.</p> <p>Working with young people can take place in a variety of settings, clubs, organisations and projects.</p> <p>The purpose of this work is to:</p> <ul style="list-style-type: none"> <li>• Build self-esteem and self confidence in young people</li> <li>• Facilitate young people’s learning and their personal and social development</li> <li>• Respond to individual and group needs</li> <li>• Encourage a positive group atmosphere</li> <li>• Build the capacity of young people to consider risk, make reasoned decisions and take control</li> </ul>	

### **Main Responsibilities and Duties:**

- Be the main contact for Child Protection in the setting.
- Make referrals to appropriate agencies with support from the NYY Youth Development Worker and/or the NYY Youth Development Manager.
- Ensure that NYY policies and procedures are followed at all times by all staff working in the setting.
- Prepare risk assessments and ensure that these are followed at all times.
- Complete session plans and ensure that all young people are signed in and accounted for during each session.
- Record and evaluate the project's program of activities.
- Keep the NYY Youth Development Worker up to date on issues arising in sessions.
- Make contact and establish positive relationships with young people based on trust and mutual respect.
- Encourage active participation of young people in the decision-making and running of activities.
- Take action together with young people, Young Person's Project Workers and volunteers to tackle issues and meet needs.
- Create opportunities for young people to meet in a relaxed, secure environment.
- Facilitate young people's learning and their personal and social development.
- Create an atmosphere which encourages the development of ideas.
- Develop along with Young People's Project Workers and volunteers a varied program of activities which reflects the needs of young people both educationally, socially and recreationally
- Take responsibility for young people during activities in terms of their health & safety.
- Involve young people in the decision-making processes whereby individuals and groups take on responsibilities for themselves and others in their projects and the wider community.
- Assess the social and educational needs of young people and pass concerns on to the NYY Youth Development Worker or NYY Youth Development Manager.
- Attend staff meetings in order to plan the activity program, receive guidance of any changes in current practice and to discuss any other issues that affect the running of the project.
- Attend relevant and essential training sessions including, Child Protection training and First Aid training.
- Follow Child Protection Guidelines and report any concerns using the correct procedure.
- Locally manage Youth Workers
- Complete other reasonable tasks in order to fulfil the role purpose or as instructed by the NYY Youth Development Worker and or the Youth Development Manager

<b>Principle Working Relationship</b>		
<ul style="list-style-type: none"> <li>• Youth Workers</li> <li>• Youth Work Manager</li> <li>• Youth and Community Development Worker</li> <li>• Volunteers</li> </ul>		
<b>Knowledge and Experience</b>		
<b>Person Specification:</b>	<b>Essential</b>	<b>Desirable</b>
<ul style="list-style-type: none"> <li>• A recognised youth work qualification at level 2 or higher, or a commitment to complete such training</li> <li>• Safeguarding and child protection training</li> <li>• Commitment to and experience of equal opportunities practice.</li> <li>• Commitment to young people's welfare.</li> <li>• Commitment to participate in staff meetings.</li> <li>• Able to work flexible hours, including regular evening, weekend work</li> <li>• Experience of informal education, working face-to-face with young people in a youth work setting</li> <li>• Experience of working with staff from other agencies</li> <li>• Understanding of the issues that affect young people's lives</li> <li>• Knowledge of Health and Safety issues</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> </ul>	
<b>Personal Skills</b>		
<ul style="list-style-type: none"> <li>• Ability to work directly with young people to develop their informal education and personal development</li> <li>• Skills that can be shared with young people, e.g. arts or sports skills</li> <li>• Skills to use computer programs including word processing, internet browser and email applications</li> <li>• Skills to write plans, recordings, and evaluations</li> <li>• Ability to support and work with young people on a one-to-one basis</li> <li>• Skills to establish professional relationships with groups of young people</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> </ul>
<b>Other Requirements</b>		
<ul style="list-style-type: none"> <li>• DBS (formally CRB - Enhanced) certificate</li> <li>• Car Driver with access to vehicle for work purposes</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> </ul>