

GROUNDWORK

CHANGING PLACES
CHANGING LIVES



JOB DESCRIPTION

JOB TITLE:	Sessional Youth Support Worker
REPORTS TO:	Project Manager
LOCATION:	Sessional delivery across East Durham – Seaham, Shotton, Horden, Murton & Peterlee
HOURS:	Evenings – Monday to Friday
RESPONSIBLE FOR:	No Direct Reports, responsibility for the support of Volunteers and Support Workers
PRIORITY CONTACTS:	Children and Young People, Community Partnerships, Funders, Trust Staff

JOB SUMMARY

Working as a member of the Youth Team to engage with targeted participants to provide and promote inclusive opportunities for young people. The postholder will provide a valuable resource for Groundwork North East & Cumbria to enable it to achieve the Trust objectives. Dealing with a variety of Youth project delivery tasks in a diverse and busy internal and external environment, ensuring deadlines are met whilst maintaining quality

KEY TASKS

Key Area: Project Delivery

- Establish and develop face to face relationships with children & young people in targeted areas in line with the project's stated aims and objectives.
- Support the Lead Youth Workers with developing programmes of engagement and participation which meet the long term personal, social and educational development needs of children & young people.

- Provide information, advice and guidance to children & young people, in relation to issues that are pertinent to them such as health, education, and employment, and treat their concerns with respect and sensitivity.
- Support children & young people in articulating their views on issues which affect them and act as advocates on their behalf. Particularly to support children & young people's participation in local decision making.
- Promote environmental awareness through engaging children & young people to participate in environmental projects.
- Work closely with Groundwork Youth Team Leader and Senior Youth Workers to ensure the successful delivery of the project
- To support in the timely and accurate submission of evidence and the preparation of monitoring reports for Senior Youth Workers to assist in the compilation of claims to for funders.
- With the support of Line Managers / Youth Team Leader work closely with local partners in statutory/non statutory services including local authorities, PCT, sponsors, businesses, voluntary and community groups and other partners, developing local relationships which further the achievement of the Groundwork's objectives
- To raise the awareness of relevant Groundwork Trust Programmes with partners and funders.
- To ensure close liaison with other disciplines in Groundwork to provide local communities with the most appropriate professional service.
- Appraising and satisfying health & safety, legal and other regulations with respect to projects, participants and the general public.

Key Area : Support Workers and Volunteer Support

- To work well with volunteers and other support workers in the joint delivery of sessions

Additional responsibilities

- Comply with all organisational policy, procedures and systems.
- To be aware of, and assume the appropriate level of responsibility for, safeguarding and promoting the welfare of children, young people and vulnerable adults and to report any concerns in accordance with the organisation's safeguarding policies
- Ability to work outside normal office hours.
- Any other duties commensurate with the level of the post.

Personal Qualities, Interests and Skills

- Passionate about social action and outreach in the community.
- Proven experience of working with either children and young people or other vulnerable groups in a variety of settings.
- Some understanding of, and a sensitive, non-judgemental approach towards the situations, needs and difficulties faced by young people and particularly by young carers.
- The ability to prioritise workload and meet deadlines whilst under pressure, working in a fast-paced environment.
- An ability to work positively as part of a team and independently, seeking support from colleagues where required
- Good written and verbal forms of communication

Sessional Youth Workers will need to be flexible. Hours will be allocated to the appropriately qualified workers for the roles that are available.

This role is subject to an Enhanced Disclosure endorsed by the Disclosure and Barring Service