



Youth Worker - Targeted (AP) Job Description

Service:	Youth & Community Services
Job Title:	<i>Youth Worker Targeted (Environmental)</i>
Reports To:	<i>Operations Manager/Lead Youth Worker</i>
Location:	<i>Based at YS Central Office, Edington. Post will include work across Somerset.</i>
Main Purpose of Post: <i>Briefly – what is the job there for and why is it being done? Please attach an organisation chart to show clearly, the department structure and where the job fits with this.</i>	
<p>To work as part of the Youth Work Team to:</p> <ol style="list-style-type: none"> 1. Directly engage with individuals and groups of young people (aged 8-25) in identified provision, to promote and support their engagement in positive activities and development opportunities. 2. To assist with the set up and then lead delivery of Young Somerset's Young Rangers project. 3. Lead on planning, delivery, reporting and evaluation of identified youth and community provision. 4. To carry out this work in a way which involves young people and meets their identified needs. 	
Main Responsibilities and Duties: <i>What needs to be done? – Describe the main responsibilities and duties required of the job. This should include responsibilities for the support or management of clients, employees, budgets, processes and equipment.</i>	
<p>To enable, support and deliver educative and empowering youth work opportunities with young people in the 8-18 age range (or up to 25 where young people have additional needs) using youth work methodologies e.g. centre-based, project, group, accredited programmes, outreach/detached, school or 1:1 as appropriate. This role will have a specific focus on outdoor learning, green activities and conservation as the youth work mechanism through which work with young people is undertaken.</p> <p>To assist the Alternative Provision Operations Manager in setting up a Young Rangers project and deliver the project with young people in partnership with Quantocks Landscape Partnership Scheme – Re-imagining the Manor.</p> <p>To develop a programme of work to identify, engage, motivate, and support vulnerable, at-risk or isolated young people to increase their take-up of training and/or personal development opportunities and broker economic activity.</p> <p>To assess the needs of young people to appropriately plan and deliver programmes related to areas including but not limited to physical health, emotional health and wellbeing, fitness, smoking, county lines, gangs, violence, relationships, and bullying.</p> <p>To work in partnership with families and other key people in the young person's life, as well as with professionals from other organisations involved with young people such as social care, health,</p>	

police, education, youth offending teams and local authorities, in order to build a strong support network.

In consultation with the Operations Manager and Lead Youth Worker, actively identify and engage with young people vulnerable, at-risk or isolated to co-design appropriate interventions as funding allows.

To model quality practice in the planning, delivery and evaluation of youth work programmes and the identification of a curriculum designed to meet the interests and needs of young people.

To provide evidence of the outcomes for young people and communities as required.

To help recruit, line-manage and provide operational guidance to identified staff and volunteers within the remit of community and youth work. To ensure this support is in accordance with effective performance management and workforce and staff development requirements.

To initiate and work with colleagues in Young Somerset, partner agencies and local communities as required to maximise the opportunities available to young people – reporting to them as required.

To ensure that in all respects of direct service delivery, relevant policies and good practice are adhered to. These include safeguarding, recruitment and selection, health and safety, equality and diversity, finance, participation, and workforce/ staff development.

To ensure and support community and voluntary services to deliver safe youth provision through modelling best practice.

To ensure all management information data collection requirements are met, required records of work maintained and administrative and financial reports are made and submitted within required timescales, including report writing.

To have responsibility for the efficient and effective deployment of identified resources as agreed with Line Manager.

To attend regular training and development opportunities to maintain an up-to-date knowledge of safeguarding, health and safety, and local policy developments aligned to organisational need.

To be an effective member of the team and contribute to Young Somerset's developments and delivery.

To establish supportive and effective working relationships with colleagues as required.

The post holder may be required to undertake additional duties commensurate with the level of this post.

Facts and Figures: Give facts and figures that help to give a picture of the job. This should include any statistics relevant to the job, for example the number of clients supported, type and value of equipment, resources or premises for which the job has responsibility, size of budgets controlled or which the job has some impact on and, if appropriate, numbers of staff managed.

Young Somerset (YS) was established in 1997 (as Somerset Rural Youth Project) with a mission to work with young people, encouraging them to take responsibility, supporting them to overcome disadvantage, and to become actively involved in shaping the communities in which they live.

Our vision is a Somerset where young people feel a sense of belonging, a desire to contribute to their communities and have a future that is not limited by poor access to opportunities and services.

Between 2018-2020, our youth work programmes impacted 4,641 young people aged 8-25, through 27 youth work projects, 30 after-school youth work initiatives and 11 mentoring and training

programmes. Since its inception in 2018, our Wellbeing Service has directly supported more than 400 young people with low to moderate mental health needs, to achieve improved mental wellbeing.

Young Somerset employs approximately 65 members of staff and several volunteers. The postholder will be required to work as part of a close-knit team and may line manage other team members.

Although varied, the role is approximately 60% delivery and 40% planning / administrative.

SUPPORTING PROCESSES

Problem Solving and Creativity: Give examples of the problem solving and creativity involved in the job. This should include resolving issues over interruptions to work deadlines, priorities and changing demands. How often do these issues occur?

The postholder may be required to deliver targeted street work to engage with high-risk young people.

The postholder will be required to work to external and internal deadlines, which can sometimes be short in timescale. They will need to effectively manage conflicting priorities and changing demands. Daily problem-solving is part of the role and the post-holder will need to demonstrate an ability to respond appropriately, and in a solution-focussed way, to meet the needs of young people, direct reports, and the wider organisation.

The post requires a creative approach to developing and delivering youth work opportunities in a way which involves and engages young people themselves. The post-holder determines the appropriate mechanism or procedure that will enable the successful delivery of these services.

Contentious, complex, or significant matters are referred to a member of SMT as appropriate for advice or decision. Where those issues relate to safeguarding, the Designated Safeguarding Lead should also be informed.

Decision Making: Give examples of the types of decisions which the job has responsibilities for making, including where appropriate those relating to resources, budgets, and employees. Show where there is authority of freedom to act and where there is an impact via recommendations or advice.

The post-holder provides advisory and practical support to other staff and volunteers within the Community and Youth Service, as well as staff from partner organisations in the voluntary and community sector. He/she is required to act on own initiative and exercise discretion and judgement in adhering to policies and procedures.

Policies and procedures should be interpreted in a way which is understandable to young people and supported staff or volunteers. The post-holder has delegated powers in this regard and in relation to operational aspects of delivery in units/projects and the identification of programmes/curriculum in response to young people's needs.

Required to make informed and appropriate decisions about use of resources and dedicated budgets.

The post requires the ability to form and maximise appropriate partnerships for the benefit of young people.

Physical Effort and Working Conditions: Give details and the frequency of any special effort needed, including the prolonged or frequent use of IT equipment and describe any particular working conditions, other than those encountered in a normal office environment, to which the job holder is subjected eg noise, outside working, unpleasant surroundings.

The work requires moderate physical effort. The postholder will be required to pack and transport resources and to support young people in a range of indoor and outdoor environments, which may include some lifting and carrying.

<p>The post holder will work at a variety of locations, this may be office based at Edington, Youth Centres, Kilve or Charterhouse SSE, countryside locations, school, outreach/detached and other community locations. The postholder will refer to our suite of policies to ensure safe and appropriate working conditions. The postholder will be expected to work some evenings and some weekends (see below).</p> <p>The post holder will be expected to work one day in every two weekends to deliver the Young Ranger project.</p>		
<p>Contacts and Relationships: <i>Give details of the range and type of people within the Council or external organisations and including the recipients of services it is necessary to contact in order to carry out the responsibilities of the job. What is the range and purpose of the contact eg providing information or advice, directing, monitoring, influencing, motivating.</i></p>		
<p>Postholder will engage with a wide range of contacts and relationships, in order to respond to the needs of young people. Also, to identify and support additional services that could benefit young people.</p> <p>The post holder will work with:</p> <ul style="list-style-type: none"> • Young people aged 8-18yrs • Young Somerset staff and volunteers • Young Somerset Board and Youth Board • Voluntary and statutory agencies working with young people • Local community members, management committees and organisations • Parish, Town, and District Councillors – and Officers • Youth Councils and Forums • School and College staff • External agencies, training agencies and professionals from other organisations • Visitors, including suppliers 		
<p>Additional Information: <i>Anything else which is relevant to the job, which is not adequately covered elsewhere,</i></p>		
<p>The postholder must be able to demonstrate commitment and enthusiasm towards Young Somerset's four core values: Putting Young People First, Inspiring, Collaborating, Going Further.</p> <p>An Enhanced DBS clearance is required as post holder will be working with children and young people. This post is exempt from the Rehabilitation of Offenders Acts.</p> <p>The salary is £21,959 for 37 hours per week.</p> <p>Holiday entitlement is 27days, plus 8 Bank Holidays.</p>		
<p>Personal Specification: Knowledge, Skills and Experience: (To be completed by the Line Manager) <i>The minimum general education standard, qualifications, training and level of experience required by the job holder to be fully effective in the job. Note that this information should relate to the requirements of the job and not what may be available from existing job holders.</i></p>		
<table border="1"> <tr> <td data-bbox="240 1619 1471 1731"> <p>1. Key Competencies</p> </td></tr> <tr> <td data-bbox="240 1731 1471 2040"> <ul style="list-style-type: none"> • Ability to deliver green activities, conservation and land-based skills to groups of young people. • Ability to deliver targeted activities to children and young people, some of whom maybe disengaged or struggling with mainstream education. • Knowledge and experience of youth work/services in a range of settings. • Ability to communicate with a wide range of young people and adults. • Effective interpersonal and organisational skills. • Ability to plan and meet targets/deadlines. </td></tr> </table>	<p>1. Key Competencies</p>	<ul style="list-style-type: none"> • Ability to deliver green activities, conservation and land-based skills to groups of young people. • Ability to deliver targeted activities to children and young people, some of whom maybe disengaged or struggling with mainstream education. • Knowledge and experience of youth work/services in a range of settings. • Ability to communicate with a wide range of young people and adults. • Effective interpersonal and organisational skills. • Ability to plan and meet targets/deadlines.
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Able to:

- Provide support to at risk and vulnerable children and young people
- Empower and motivate young people through informal educational processes.
- Identify, plan, develop and deliver programmes in response to young people's needs.
- Competently assess basic accredited programs.
- Encourage participation by young people.
- Address equality and diversity issues.
- Develop a positive environment for work with young people.
- Interpret youth work policies and procedures to staff and volunteers.
- Provide effective line management support to staff and volunteers.
- Work with a wide range of partners.
- Support voluntary & community sector to deliver youth work opportunities.

2. Qualifications

Essential	Desirable
<ul style="list-style-type: none"> • 5 grade C GCSEs or above (or equivalent), including Maths & English. • A Level 2 qualification in the conservation, forest school or land-based sector. • Driving licence and own transport. 	<ul style="list-style-type: none"> • JNC Level 3 in Youth & Community work • Other qualifications relevant to youth work/youth services delivery • A Level 3 qualification in the conservation, forest school or land-based sector. • Other qualifications relevant to supporting young people with specialist or additional needs • Accreditation of youth work experience e.g. Assessors Award. • Level 3 teaching or training qualification e.g. PTLS • Current First Aid certification • Current Food Safety certification

3. Work Experience

Essential	Desirable
<ul style="list-style-type: none"> • Face to face work with young people aged 8 – 18 years (or up to 25 where young people have additional needs) in and educational or youth work setting • Vocational experience in a specialist curriculum area - land-based sector. • Experience of working in a community setting. • Working as part of a team 	<ul style="list-style-type: none"> • Delivering advice & information services to young people • Experience working with at risk and/or vulnerable young people e.g. SEND, NEETs • Delivering a youth participation strategy • Detached and mobile youth work experience • Community development experience • Use of ICT in curriculum delivery (to young people) • Experience of managing people and budgets • Work with management committees and local communities including local elected Members. • Enabling young people's participation • Programme planning, delivery, and development

	<ul style="list-style-type: none"> • Creative response to young people's needs • Addressing equality and diversity issues via youth work. • Management of part time and/or voluntary staff. • A basic teaching or assessor's qualification.
4. Personal Knowledge	
Essential	Desirable
<ul style="list-style-type: none"> • Up to date with youth issues and youth work trends. • Strategies for dealing with challenging behaviour • Monitoring and evaluation skills • Personal and time management skills • The importance of health & safety, risk assessment and safeguarding principles. • Ability to interpret documentation to support others. • Able to present information positively to a range of audiences • Able to write coherently and competently e.g. Report Writing • ICT competency, including use of email and Office 365 	<ul style="list-style-type: none"> • Curriculum development – in youth work context • Knowledge of employment, education, training, and fundraising • Specialist curriculum areas e.g. multi-media youth work: issue-based drama work; ICT; health education; outdoor education etc. • Project planning and delivery • Knowledge of issues affecting rural communities
5. Personal Qualities	
Essential	Desirable
<ul style="list-style-type: none"> • Can-do attitude • Solution-focused • High levels of resilience and self-awareness • Confident • Patient • Flexible & creative • Self-motivated and able to motivate others • Ability to work in a fast-paced environment • Able to work independently and as part of a team • Integrity and honesty • Able to work across a geographical area as required, either using a car or other form of available transport often out of core business hours. 	<ul style="list-style-type: none"> • Sense of humour • Systematic working style • Ability to network

<ul style="list-style-type: none">• Able to work evenings & weekends	
Agreed that the Job Description is a fair and accurate statement of the requirements of the job:	
Job Holder:Date:	
Line Manager:Date:	
Designated Senior Manager:Date:	