

# New job opportunity – Youth Support Worker



Are you passionate about youth work?

Can you see yourself running your own Youth Program?

The Hungerford Youth and Community Centre (HYCC) is a vibrant and welcoming place, providing a bright and welcoming space for young people and for the community. We have really exciting plans to extend our opening hours for young people and for that, we require a Youth Support Worker.

We're looking for an engaging and motivated person to run open sessions for children (aged 9-11 years, 12-14 years and 15 years and above) at the Centre on at least three days/week. They will be well supported by a Centre Manager, Trustees of the Charity and volunteer helpers, working together in the ethos of HYCC: to provide a caring, safe and supporting environment for young people.

27 hours per week £11.50/ hour, mostly in the evenings and at the weekend (£22,200 p.a. – pro rata £16,200). Position is part-time permanent – start date January 2020.

Duties consist of:

- Planning and leading open sessions for young people.
- In consultation with the Trustees, to run a programme that ensures that the Centre runs weekly sessions for
  - Years 5 -6
  - Years 7-9
  - Years 10 and above
- In addition to these universal groups, to run #ICE (pre-existing club for children with additional needs).
- To encourage and enable young people to develop and meet their potential as individuals and within their community.
- To run a programme of activities over school holidays.
- Alongside the Centre manager, to recruit and support volunteer helpers; this to include young volunteers.
- To keep and maintain up to date records of young people who attend the sessions – including contact, emergency details and consents.
- To plan sessions and ensure they start and finish at set times to enable debrief and feedback of volunteers.

- To maintain any equipment used in sessions and report any losses or breakages to the Centre Manager.
- Together with Young People, Trustees and Volunteers, to set in place and manage Behaviour Policies and Complaints Policy.
- With Centre Manager, to ensure regular feedback to the Trustees – to report to and attend Trustee Meetings.
- Liaise and co-ordinate with other groups and agencies.
- To keep a timesheet of working hours.

Applicants will need to have significant experience of group work with young people, and a good understanding of the needs and issues faced by children, teenagers and young adults. The ability to empathise and a natural affinity with young people will also be essential to the role. Good writing skills and computer literacy also essential. The perfect candidate will have a Youth Work degree and up to date training in safeguarding and paediatric first aid.

For full job description and person specification, please contact [clerk@hungerfordyc.org.uk](mailto:clerk@hungerfordyc.org.uk)

To apply, you will need a CV and contact details for two references, including current employer if applicable, with a short explanation as to why you are suitable for this position and how you would develop the role.

Closing date: 28<sup>th</sup> October 2019

Interviews: 16<sup>th</sup> November

Start date: January 2020