



JOB TITLE	Youth Worker Leader In-charge
HOURS	12 hours per week
TERMS	Fixed term contract until 31 March 2026
RESPONSIBLE TO:	To a designated Trustee/ Director
SALARY	£25.00 per hour (Inclusive of all on-costs)
PROJECT	Youth Connect

Diverse FM Community Media & Training is looking for an individual with youth work experience in leadership position and with effective communication, strong organisational skills, and a passion for empowering young individuals.

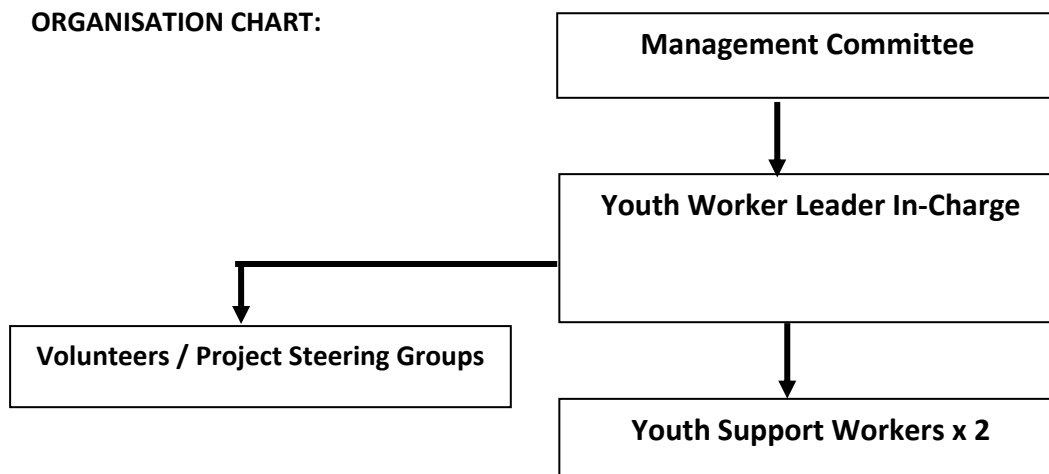
Funding from the Million Hours Fund will support Diverse FM Community Media & Training to develop an out of hours youth club provision. Thanks to the Government and The National Lottery Community Fund for making this possible.

PURPOSE OF POST:

Will be responsible for effective development and delivery of youth work and other related youth intervention and support within an informal provision/ drop-in sessions, where young people can come and go and as they like and actively engage in activities for each session; ensuring that they are innovative; creative and attractive to local youth and ensure a safe; friendly and welcoming environment; providing positive experience for more young people; foster positive relationships with young people; providing guidance and support in their personal and social development; improving their education, health and wellbeing, employability and other key life-long skills, leading to increase their resilience to exploitation; reduction in anti-social behaviour and crime; improved physical and mental health and wellbeing and enhanced quality of life.

Will also be responsible for collaborating with community partners to create a positive and inclusive environment; oversee project staff, steering group, and other volunteers; assess the impact of programme on the well-being of the youth involved; carryout publicity and promotions, including outreach work in the targeted communities to ensure greater engagement of local youth; establish and maintain effective monitoring and evaluation systems to support the project; be responsible for the health and safety and wellbeing of everyone involved on the project; produce reports highlighting project progress, budget and provide copies to funding bodies and other relevant organisations upon request and undertake any other tasks as required.

ORGANISATION CHART:



PRINCIPAL RESPONSIBILITIES:**%**

1.	Develop and implement innovative programs that attract and address the diverse needs and interests of youth within the local community and lead and manage a dynamic team of youth workers and volunteers to create a supportive and engaging environment for young people. Foster positive relationships with young people, providing guidance and support in their personal and social development.	60
2.	Collaborate with community partners to enhance resources and opportunities for youth outreach and support	10
3.	Conduct regular assessments and evaluations to measure program effectiveness and make improvements accordingly. Report to the funding body and Management Committee on the performance of the activities programme, including issues from volunteers, young people and partners.	10
4	Carryout publicity and promotion of the project, ensuring engagement of wider range of young people, reflecting the town's diverse population.	10
5	Lead, motivate and supervise project staff and volunteers and be responsible for health and safety and well-being of everyone involved at the project.	10

DIMENSIONS:

Supervisory Management:	Youth Support Workers and Volunteers.
Financial Resources:	As allocated by the Management Committee.
Physical Resources:	As allocated by the Management Committee.

CONTEXT: Within the broad aims and policies of the Diverse FM Community Media & Training, the jobholder will have the operational responsibility of ensuring the successful running and supervision of the "Youth Connect" Project at a designated site.

Because of the nature of this job, it will be necessary for enhanced DBS Checks to be undertaken. Therefore, it is essential in making your application you disclose whether you have any convictions, bind-overs or cautions and, if so, for which offences. This post will be exempt for the provisions of section 4 (2) of the Rehabilitation of Offenders 1974 (Exemptions) (Amendments) Order 1986. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are 'spent' under the provision of the Act and in the event of employment being taken up, any failure to disclose such convictions will result in dismissal or disciplinary action by the Authority. The fact that a bind-over or caution has been recorded against you will not necessarily debar you from consideration for this appointment

Post holder will be under no obligation to accept any of the work offered by the Organisation and the Organisation is not required to provide post holder with any work. Any work offered will be on a purely fixed term contract basis and will not count as employment for the purposes of continuous service with this organisation. Any work offered by the organisation will not mean that any work will be offered or have to be accepted in the future.

Person Specification

This acts as selection criteria and gives an outline of the types of person and the characteristics required to do the job.

Essential (E): - without which candidate would be rejected

Desirable (D): - useful for choosing between two good candidates.

Please make sure, when completing your application form, you give <u>clear examples</u> of how you meet the <u>essential and desirable</u> criteria.				
Attributes	Essential	How Measured	Desirable	How Measured
Experience	Proven experience in youth work or a related field, with a minimum of 2 years in a leadership role.	1, 2	Demonstrable experience of IAG and/ or Community Development work	1, 2
	Demonstrable experience of planning, delivering and evaluating projects.	1, 2		
	Demonstrable experience of working with young people from different social, community and cultural backgrounds.	1, 2		
Skills & Abilities	Able to work as a member of a team and on own initiative with minimum of supervision and develop and monitor own work plan in a performance management framework.	1, 2	Demonstrable experience of radio broadcasting, music production and/ or other media related work.	1,2
	Strong interpersonal and communication skills.	1, 2		
	Able to supervise young people - covering a multitude of activities.	1,2		
	Able to organise and plan multitude of activities.	1, 2		
Equality Issues	Able to identify any discrimination and know what to do to deal with it.	1,2		
Specialist Knowledge	Knowledge of current youth development trends and issues.	1,2		
	Demonstrable knowledge and understanding of safeguarding, health and safety and Data Protection issues and legislation.	1,2		
Education and Training			Youth Work qualification First aid qualification. Safeguarding Children.	1,2,4

			Health and Safety.	
Other Requirements	Age 18 or over Able to work evening and weekend. Enhanced DBS Disclosure	1,2,4		

(1 = Application Form 2 = Interview 3 = Test 4 = Proof of Qualification 5 = Practical Exercise)

We will consider any reasonable adjustments under the terms of the Disability Discrimination Act (2010), to enable an applicant with a disability (as defined under the Act) to meet the requirements of the post.

The Jobholder will ensure that Diverse FM Community Media & Training policies are reflected in all aspects of his/her work, in particular those relating to;

- (i) Equal Opportunities
- (ii) Health and Safety
- (iii) Data Protection and GDPR Act (2018)