

## Role Profile

<b>Job Role:</b>	Youth Worker, specialising in Integration, social action and associated areas of intervention
<b>Accountable to:</b>	Youth and Community Manager
<b>Accountable for:</b>	Targeted/issue projects delivered in a Universal setting
<b>Key Relationships:</b>	Young People, Volunteers, Sessional Delivery staff, Youth Zone team, Parents, OnSide Youth Zones, Local Youth Service providers, Local Schools, Colleges and the voluntary sector.

## Main Purpose

To work as part of a team in the continuous development of the Targeted offer around BYZ strategic pillars, mainly around Integration but also as appropriate around Health & Wellbeing, Skills & Aspirations, delivered within a Universal setting. To work as part of a team in the development and delivery of Integration programmes, that will enhance and add value to the universal provision at BYZ, and youth offer in Blackburn with Darwen as a whole.

This will involve supporting the management and delivery core aspects such as Cohesion, Social Action, Young Ambassadors and other relevant youth projects. You will be required to identify the needs of children and young people and develop creative solutions that improves outcomes.

## Key Objectives

- To identify and creatively respond to the current needs of children and young people within the universal provision.
- To promote BYZ initiatives across Blackburn Youth Zone and the wider Blackburn with Darwen community.
- Accountable to ensure funding reports and relevant paperwork for targeted projects are complete and up to date in a timely manner for the Youth and Community Manager.
- Working with the management team to ensure our targeted offer is embedded into BYZ's Universal offer.
- To shape and deliver projects that contribute to an exceptional, safe and fully inclusive programme 365 days per year, that is attractive to our growing membership of 3,000 members who collectively make up to 52,000 visits a year.
- To work within the team and partners to ensure that targeted programmes are effectively planned, young people are recruited from a range of backgrounds and retention is sustained throughout programmes.
- Commitment to the professional training programme and willing, as required, to invest some "personal time" for additional study to succeed in the training programme.
- Carrying out administrative duties and collecting relevant information as directed by

Manager

- Ability to inspire, recruit and retain young people, consulting them regularly to ensure relevance of delivery.
- To provide delivery narratives for the targeted programmes delivered.
- To work with the team in reaching our target of 52,000 visits per year.
- To deliver and engage with community partners and schools to add value to offer of the borough and BYZ.

**Person specification**

	Essential	Desirable
<b>Experience</b>		
Demonstrable experience in operational administration roles including experience of working with external providers and key stakeholders	✓	
Worked with vulnerable children or young people.	✓	
Worked with children and or young people in a school, youth work or Early Years setting.		✓
Undertaken monitoring and review processes	✓	
Experience of working on social integration project, with community groups delivering agreed outcomes.	✓	
Demonstrable experience in recruiting and retaining participants for projects for community or youth projects	✓	
Experience of setting and achieving targets	✓	
<b>Skills and Abilities</b>		
Excellent time management skills	✓	
Highly developed organisational and communication skills	✓	
Knowledge and understanding of the principles underpinning excellent programme planning.		✓
Good interpersonal skills	✓	
Ability to adhere to and maintain effective relationships with young people, staff, parents, carers and other colleagues within appropriate professional boundaries	✓	
A self-starter, with the ability to drive efficiencies through fresh thinking	✓	
Must demonstrate how they reflect on and develop practice, which contributes to the delivery plans	✓	
Ability to work flexible hours to meet the needs of children (evenings, weekends, residential)	✓	
<b>Knowledge and Understanding</b>		
Educated to Degree level in relevant subject		✓
Ability to engage to groups who may have barriers to participation		✓
Actively keeps up to date with Children and Young people policy and	✓	

best practice		
Understanding of the issues that impact on the lives of young people and a track record in delivering innovative and exciting play opportunities that contribute to children's outcomes	✓	
Knowledge of Child Protection legislation and commitment to Safeguarding children and young people	✓	
<b>Personal Qualities</b>		
Demonstrate an interest in Youth Participation	✓	
A results driven, dynamic and ambitious approach, resiliently focussed on solutions rather than obstacles	✓	
Able to move comfortably from the administration to practical and hands-on		✓
Organised and systematic	✓	
Ability to manage effectively under pressure	✓	
Flexibility to work unsocial and sometimes long hours, including residential trips	✓	
A believer: a genuine passion for making a difference to the lives of children & young people through healthy living activities.	✓	



## **General Information**

### **Location**

The main place of work will be Blackburn Youth Zone, based in Blackburn town centre, although the successful candidate will be expected to undertake such travel as is necessary to fulfil the requirements of the position.

### **Working hours**

37.5 hours per week. The hours of work are those necessary to fulfil the requirements of the position. This will involve working unsocial hours in evenings and at weekends during Youth Zone sessions or at events, and also working during the day.

### **Remuneration package**

Salary: £16,100 - £18,564pa (depending on experience)

Holidays: 33 days inclusive of 8 Bank Holidays

Pension: Eligible, after six months' service, to join Blackburn Youth Zone Pension Scheme; 3% of salary is contributed by the Youth Zone, if the employee contributes 3% or more.

Notice period: 3 months

### **Disclosure and Barring Service Check**

In accordance with our Child Protection and Safeguarding procedures, this position requires an enhanced DBS check.

### **Application Process**

Please email a CV to [hr@blackburnyz.org](mailto:hr@blackburnyz.org), together with a concise one page covering letter setting out your reasons for applying for this position.

**Deadline for applications:** Friday 24th May, 5pm