

**Role Profile**

**Job Role:** Youth Worker In Charge

**Accountable to:** Universal Team Manager

**Location:** Blackburn Youth Zone

**Status:** 15 hours per week

**Salary:** £11 per hour

**About Blackburn Youth Zone**

Blackburn Youth Zone is a 21st century youth hub located at the heart of Blackburn, open to young people aged 5 to 25 years old, aiming to change the prospects offered to young people in the area. Our vision is to be at the heart of the community, collaborating to create a more cohesive and prosperous Blackburn and Darwen.

Blackburn Youth Zone is built on land where, 100 years ago, Blackburn’s first electricity generating station once stood. On the place where electricity first came to and powered the town, the Youth Zone is now powering the community through the energy and creativity of young people. What also makes us distinctive is our relationship with the local business community, who have wholeheartedly embraced the concept and pledged to work together to raise the aspirations of our town’s young people, equipping them with life skills, increased confidence and independence which in turn will regenerate our town from the bottom up.

We are one of the leading youth organisations in Blackburn, with a membership of over 2,500 young people. We are open 7 days a week, 52 weeks of the year and offer over 40 different activities and opportunities in our open access youth club

**Our Values and principles**

**OUR VISION** - Blackburn Youth Zone to be at the heart of the community, collaborating to create a more cohesive and prosperous Blackburn and Darwen.

**OUR MISSION** - To inspire all, to have fun, meet different people, try new things and challenge themselves to be the best they can be.

**OUR IMPACT** - The difference we want to make

We want to make a tangible difference to the lives of young people. Our work will result in young people:

● Being happier

● Engaging positively with young people from across Blackburn with Darwen ● Living healthier more active lifestyles

● Having increased opportunities to develop and achieve

● Feeling more empowered and connected with their surrounding community

● Respecting and engaging with the environment through new and exciting experiences

● Having increased aspirations and increased economic opportunities **OUR VALUES**

**H**onesty

**E**xcellence

**A**ccountability

**R**espect

**T**eamwork

**Main Purpose:**

The role will require you to session lead Blackburn Youth Zones Hub and spoke models, detached provision and targeted projects. You will design and lead a programme for young people which has many outputs, which may include, employability workshops, arts, sports, youth work and advice, music and other activity which is all delivered within a safe, inclusive and young person focused setting.

We are looking for an experienced youth worker who has experience with leading youth provision in a variety of settings, which may include youth centers, community centers and/or detached provision and have a strong evidence of safeguarding knowledge and practice. You will hold session management responsibility seeking to ensure that there is strong evidence of effective performance in line with our vision, mission, values and the project objectives and outcomes. You will need to demonstrate effective organisational skills, the ability to network and lead a provision which is deadline specific and consistent KPI’s to be reached (as determined by the funder), which may include, however not limited to, attendance, outcomes for young people, impact and case studies.

**Main Responsibilities:**

* Session Lead hub and spoke models, detached provision and targeted projects, which provides local young people aged 12 to 24 years old, opportunity to access enriching activity which may include, sport, youth work and advice, projects, arts and workshops to aid increased learning and development.
* Manage resources associated with the different areas of responsibility
* Ensure the project is well marketed to an “excellent” standard and reaches across key areas as agreed within the project overview.
* Manage recruitment and retention of young people
* To successfully work towards KPIs relating to attendance, outcomes for young people, project outcomes (funded) and quality standards relating to service quality.
* Work with Universal Team Manager to promote our brand, network and raise awareness for the project and its cause.
* Attend all appropriate project meetings and provide quality project narrative, data and cases studies.
* Develop and maintain strong working relationships with project partners and ensure there is effective co delivery which maximises outcomes for young people and shared resources.
* To ensure that the youth work delivery is carried out in a planned, systematic coordinated way and evaluated.
* Maintain an excellent understanding of the young people we work with, their issues and challenges and the complexities of delivering in a large open access setting through direct work with young people during sessions and through good communication with the team.
* To promote and safeguarding the welfare of children and young people at all times, including recording and documenting all concerns and liaising with the Clubs Safeguarding Officers.
* To be a principal key holder, with responsibility for neighbourhood buildings and health and safety during the services you are responsible for.
* To understand and adhere to Blackburn Youth Zone policies and procedures at all times with particular emphasis on equal opportunities, health and safety and safeguarding.
* To promote a positive image of Blackburn Youth Zone through professional operation and conduct with all our stakeholders and the general public.

**Person Specification: Applicants should be able to demonstrate that they can meet the following:**

| **Selection Criteria\* A = Application Form I = Interview** | **Essential**  **or Desirable** | **Method of**  **Assessment**  **Application and/or Interview** |
| --- | --- | --- |
| **Experience** | | |
| Minimum of 2 years Experience with working with young people ages 13-19 both in groups and individually. | E | A/I |
| Face to face delivery with young aged 13 to 19 years old. | E | A/I |
| Experience of working in an outreach or detached setting | E | I |
| Experience of working in a team and alongside volunteers | E | I |
| Planning and delivering a programme of youth and play work activities | E | I |
| Experience with working wit networking, partnership building and management | E | I |
| **Education/Training/Qualification** | | |
| First Aid | E | A |
| **Skills** | | |
| Strong commitment to young people and ability to engage and build positive relationships with disengaged young people. | E | I |
| The ability to develop, plan, monitor and evaluate programmes of work appropriate to the different needs, abilities and interests of young people | E | I |
| Ability to use initiative in decision making and resolving problems | E | I |



| Excellent written and oral communication skills | E | I |
| --- | --- | --- |
| Good organisational skills. | E | I |
| Proven track record in project leading | E | A/I |
| Ability to understand, follow and implement procedure | E | A/I |
| Ability to adhere to and maintain effective relationships with young people, staff, parents, carers and other colleagues within appropriate professional boundaries | E | A/I |
| Ability to work flexible hours to meet the needs of children (evenings, weekends, residentials) | E | I |
| **Knowledge** | | |
| Understanding of the principles of good youth work practice | E | I |
| Ability to identify and challenge discrimination and discriminatory behaviour, taking appropriate action as necessary | E | I |
| Understanding of issues affecting young people’s lives | E | I |
| Knowledge and understanding to Safeguard Children & Young People | E | A |
| Ability to identify and appropriately respond to cases of potential or actual child abuse | E | I |
| **Personal Qualities** | | |
| Positive and enthusiastic | E | I |
| Punctual and reliable | E | I |
| Full commitment to inclusion and belief that young people of all backgrounds can achieve. | E | I |
| Committed to BYZ values | E | I |
| Commitment to personal and professional development. | E | I |
| Able to work evenings, weekends and school half terms | E | I |
| A believer: a genuine passion for making a difference to the lives of children and young people. | E | I |

**\*Selection criteria for guidance only, alternative methods may be used to assist the selection process**

**Working hours**

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: £11 per hour

Holidays: 33 days inclusive of 8 Bank Holidays (pro rata)

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: 4 weeks

**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 an EOI to hr@blackburnyz.org, setting out your reasons for applying for this position. If you are successful to progress to the interview you will be asked to create and deliver a presentation - subject yet to be confirmed.