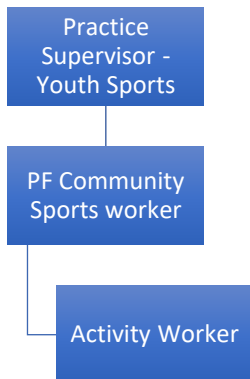


JOB DESCRIPTION & PERSON SPECIFICATION

Director Area: Children's Services		Job Ref Number: 02405
Service Area: Youth Hub		Grade: (click here for value) G4
Job Title: Activity Worker – Youth Hub		
<p>PURPOSE OF JOB: The Post holder will work with children and young people as directed, providing support to colleagues through a range of planned positive activities which improve outcomes for children, young people and families</p> <p>Supporting the delivery of quality personal and social development opportunities for children and young people engaging in risky behaviour</p>		
<p>TEAM STRUCTURE:</p>  <pre> graph TD A[Practice Supervisor - Youth Sports] --> B[PF Community Sports worker] B --> C[Activity Worker] </pre>		
MAIN DUTIES:		
1	To support the delivery of positive activities in locations across Lincolnshire to young people aged between 8 and 24 years as directed	
2	Build positive relationships with children and young people encouraging their personal and social development and successful transition into adulthood.	
3	Ensure that young people feel ownership of the sessions, involving them in planning, decisions and evaluations.	
4	Deal with difficult situations and ensure any challenging behaviour is dealt with effectively, with support of colleagues as required.	
5	Build effective working relationships and co-operation with other colleagues, partners and staff involved in the delivery of services	
6	Carry out basic administrative tasks required for the monitoring and evaluation of activity including registers, consent forms etc.	

7	Be responsible for your own workload, demonstrating good time management.
8	The post requires flexibility to work evenings and weekends and school holidays as agreed in accordance with service needs.
9	Participate in meetings, learning and development opportunities as required by the team manager
10	Ability to travel independently to session locations
11	To work in accordance with the policies, practices and procedures of the Children's Service Directorate particularly in relation to Safeguarding, Equality & Diversity and Health & Safety
12	Represent Lincolnshire County Council in a positive manner by dressing and acting appropriately

PERSON SPECIFICATION

Requirements	Where identified*	Essential	Desirable
Ability to plan and deliver safe positive activity sessions to young people.	I & T	X	
Ideally hold NQF Level 2 qualification in relevant area such as youth work, sports coaching or a willingness to work towards it	A & I	X	
Experience of working with young people in a group setting	A & I	X	
Experience of working with disadvantaged young people	A & I		X
Good planning & organisational skills	A & I		X
Good communication skills to young people, colleagues and senior management	I	X	
DBS checked	After interview	X	
Emergency first aid qualification	A		X
Must be able to travel locations as required by the post	I	X	

Be available to work unsociable hours including evenings, weekends and school holidays	I	X	
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*A = Application form T = Test/Assessment I = Interview P = Presentation

GENERAL

The postholder is required to take personal responsibility for contributing to organisational transformation and changes in ways of working, maximising the benefits and efficiencies for both internal and external customers, including the promotion and use of self-service to achieve maximum cost effectiveness.

The postholder is expected to work to the [Lincolnshire County Council Core Values and Behaviours](#) and to carry out the duties in accordance with Lincolnshire County Council policies.

Other Duties - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

Safeguarding -. All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Lincolnshire County Council Safeguarding Policy. In addition employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.