

## JOB DESCRIPTION & PERSON SPECIFICATION

**Director Area: Children's**

**Job Ref Number:**

**Service Area: Future4Me**

**Grade: 6**

**Job Title: Youth & Community Development Worker**

### **PURPOSE OF JOB:**

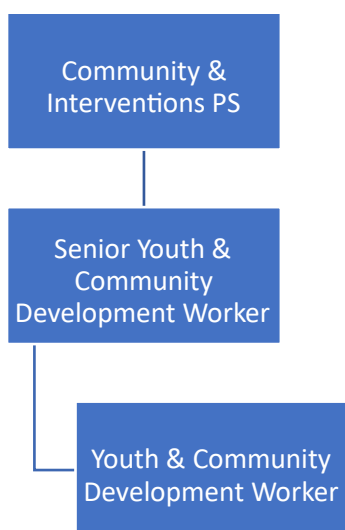
The primary aim is to engage and support young people 8-18, to move successfully through education into adulthood and working life through community provision and targeted interventions.

The role will support and at times lead the planning, delivery and evaluation of youth provision and interventions across identified locations in Lincolnshire. Using a strength based and relational approach to enable young people to access a range of opportunities whilst supporting those at risk and most vulnerable.

Through high quality provision via open access, group work, holiday activities, one to one and outreach opportunities including interventions supporting those at risk of antisocial behavior and entering the criminal justice service, enhancing young people's personal and social skills which result in identifiable positive outcomes and lasting change

Work collaboratively across the wider Children's services teams, community, and partner agencies to ensure that young people receive a seamless and effective service

### **TEAM STRUCTURE:**



### **MAIN DUTIES:**

1	Working directly with young people (8 – 18) to develop their personal and social development by engaging them through the provision and delivery of community based positive activities and interventions
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Serco in Confidence

2	To support and at times lead the planning, delivery and evaluation of community-based sessions, offering a diverse range of activities that will ensure an actively engaged community. This will include, at times taking the lead on different workstreams and assisting in the effective running of centre-based provision, outreach and holiday activity programmes
3	To plan and deliver a case load of interventions based on the identified needs of young people that at times will include offence focussed work that seeks to minimise entry to the criminal justice service and risk of re-offending. Also, to incorporate restorative elements to enable young people to repair the harm to victims and communities
4	To work collaboratively across the wider Children's services teams, community, and partner agencies in advocating, signposting and supporting young people through community provision and interventions addressing factors including barriers to education that affect successful progress through the 8-18 age range
5	Post holders will be required to remain up to date with young people's needs and take a proactive approach to developing new responses to the changing and emerging needs of young people.
6	Guide and support young people in developing other lifestyle choices, encouraging their participation in their community including the broad range of local clubs and societies which are available (e.g., local Youth Centre's and projects, sports clubs, theatre groups etc).
7	Assisting in the provision of advice and support to local community groups and agencies.
8	Contribute to the motivation, development, and support of volunteers.
9	To provide timely and appropriate recording of information on the relevant platform in respect of the work undertaken with young people ensuring it is accurate and up to date working to deadlines and requirements in line with the relevant local and national guidance and standards
10	Engage in relevant training in order to maintain knowledge and skills; understanding and awareness of safeguarding; risk management; youth justice; and effective work with young people to maintain high standards in the role and to facilitate professional advice and support to others.
11	To attend and contribute to regular team meetings, locality meetings and other events as required. To participate in regular supervisions and appraisals with your line manager.
12	The post holder will be expected to work outside of normal office hours as required including evenings and weekends.
13	To work within policies, practices and procedures of Children's Services Directorate. Remain up-to-date and compliant with all relevant legislation, organisation procedures and policies relating to the role.
14	To deliver excellent customer service incorporating the county council's equality and diversity of opportunity, participation and responsibility objectives and supporting the council to achieve best practice in all it delivers. Creating a positive image of the county council as an employee.

15	To work with the Senior Youth & Community Development worker to make best use of the resources available for the delivery of community provision and targeted interventions

PERSON SPECIFICATION			
Requirements	Where identified*	Essential	Desirable
A recognised professional qualification relevant to this area of work	A (application)		D
Have relevant experience of supporting/working with young people in group and/or 1-2-1 settings including those vulnerable and at most risk	A(application) P (presentation) I (Interview)	E	
Experience of planning and delivery of activities and programmes to young people	A(application) P (presentation) I (Interview)	E	
Confidence in communicating with young people, professionals, colleagues and communities that responds to need and supports positive relationships	A(application) P (presentation) I (Interview)	E	
Knowledge of safeguarding and risk management to support a commitment to health and safety of staff and service users	A(application) I (Interview)	E	
Knowledge of the current issues that affect young people in today's society in order that young people and their families receive the right support, guidance and you reach them in a way which is effective for the individual	A(application) P (presentation) I (Interview)		D
Ability to encourage, motivate and at times challenge young people and their parents/carers to achieve sustainable change.	A(application) P (presentation) I (Interview)	E	
ICT skills to enable prompt, accurate and clear recording of the engagement and achievements of young people to help monitor their progress in line with service requirements	A(application) I (Interview)		D

To practice in line with Children's Services policies and procedures to seek to reduce the risks to young people and communities and to ensure the safety and wellbeing of young people.	A(application) I (Interview)		D
Be a key team player and work closely with staff members and workers from other agencies, local authorities and organisations	A(application) I (Interview)	E	
Able to recognise and deal with discrimination in its many forms and willing to actively put the council's equality policies into practice.	A(application) I (Interview)		D
Current driving licence/ability to travel across the county	A(application) I (Interview)	E	

\*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.