

Middleport Matters Community Trust

Job Description:

PT Youth Workers (various hours, 12-30hrs/week)



Purpose:

Middleport Matters youth provision will deliver fun and engaging youth activity and opportunities across the area. Activities will range from social youth clubs at our community spaces, physical and creative sessions, and holiday trips and other activity.

As a Youth Worker (YW) with Middleport Matters, you will help and support young people to positively engage with each other and their communities, and improve the quality of life and aspirations for individuals and others in the local area.

You will work predominantly with young people from 7 to 18 years (or up to 25 years with additional needs) to develop supportive relationships and introduce them to new experiences to increase their confidence and ambition and help them realise their own potential.

Primary Responsibilities:

The YW will actively engage children and young people (CYP) in the community in meaningful activity and in making sense of the challenges which affect their lives. You will respond through empowerment and encouraging active participation, and act as the link between young people in the community and a range of other providers, such as the police, education, and local authority.

This work is project based, which means you will have a specific geographical community (Middleport, Longport & Dalehall) and social group on which to focus for your project. Much of the delivery work will be carried out in the late afternoon/evening, weekends and during school holidays.

Tasks will involve, but are not limited to:

- meaningful outreach and engagement with CYP in the local area (including wider Burslem)
- planning, promoting, and delivering projects and shared activities to bring young people together through sports, social and creative sessions, information sessions and other relevant activity.
- Working with partner organisations to plan, promote, and deliver appropriate activities (e.g. sports, art, social, creative)
- working with CYP (group or 1to1) to identify and support their personal, social, and educational development through a variety of strengths/asset-based approaches.
- Work with CYP to encourage participation, co design, and ongoing input into activities, assessing activity against the National Youth Agency standards
- working co-operatively with children's services, health agencies and other community-based services, to provide the most effective service for children young people and families.
- building positive relationships and modelling pro-social behaviours to CYP
- encouraging CYP to take part, and lead, in planning activities, community projects, and testing and reviewing activities.
- Co-ordinate social action projects with young people and support their fundraising initiatives.
- developing new community resources in dialogue with CYP in the area
- helping to raise awareness on issues relevant to the community and to CYP.
- preparing progress reports, research findings and case studies using a variety of methods (written, spoken, video etc.)
- liaising with interested groups and individuals to set up new services or bring existing services into the area.
- identifying and promoting appropriate volunteering opportunities for CYP (aged 8+ Junior Volunteering, and aged 13+ for other volunteer opportunities).

- planning, attending and co-ordinating meetings and events relevant to role and responsibilities.
- encouraging participation in activities & challenging inappropriate and anti-social behaviour
- general administrative duties and supporting activities in the community hubs and other spaces within the community.

Safeguarding:

In line with our commitment to safeguarding, before being allowed to work independently within this role, you will be required to provide a satisfactory Enhanced Disclosure and Barring Service certificate (DBS). This will be arranged and paid for by Middleport Matters Community Trust after acceptance of the role.

Essential Skills & Experience:

You will need to demonstrate your understanding and experience in:

1. Relevant paid or voluntary experience in areas such as youth work, play work, community work etc.
2. knowledge and understanding of community and social issues affecting CYP in Stoke on Trent (and Middleport in particular).
3. ability to act with integrity in all situations, no matter how pressured.
4. building positive relationships with young people, families, and professionals
5. knowledge of safeguarding and promoting the welfare of children and young people
6. confidentiality obligations and the boundaries of the CYP/youth worker relationship always.
7. offering positive and engaging activities for young people to explore issues affecting them daily (planning and development of groups and other activities)
8. the ability to empathise with CYP life experiences and circumstances.
9. able to recognise the unique potential that individuals from differing backgrounds, experiences and perspectives bring to Middleport Matters and the wider environment.
10. research and report-writing skills including the ability to interpret or present data.
11. strong interpersonal skills which are essential to connect with young people (effective and adaptable)
12. Level 2 or above in English and Maths (GCSE, Functional Skills, Key Skills etc.)
13. Accurate and appropriate record keeping (e.g. safeguarding concerns, attendance, case notes)
14. be IT literate with a working knowledge of MS office 365 including Word, Outlook, and Excel.

Other information:

- This is a flexible hours contract, so each working day will vary depending on your scheduled activities for that week (with semi regular days to be agreed at interview).
 - E.g. 18hr role, 2-8pm x3 days/wk term time or 12-6pm x3 days/wk in school hols
 - E.g. 30hr role, 2-8pm x5 days/wk term time or 9am-5pm x4 days/wk in school hols
- As a YW you will need to be accessible to CYP and this means the work will include 'after school' sessions, evenings, and weekends, as well as adapted hours in school holidays, so considerable flexibility is required.
- Youth Workers will have a base at one of our community locations in Middleport and will spend much of their time out and about in the community.
- In line with our Training & Development Policy, Middleport Matters will identify and support the YW in gaining appropriate qualifications and ongoing CPD. (e.g. Safeguarding, Youth Worker L2 Certificate)
- Travel within a working day is to be expected on occasion – appropriate business expenses will be reimbursed by Middleport Matters Community Trust in line with our Expenses Policy.
- Car driver/owner would be advantageous but not essential – the ability to travel safely, efficiently, and effectively (sometimes with resources) is more important.

Salary & Hours:

The part-time salary range for these posts are:

- FTE £22,425 to £25,350 (aged 21+ yrs)
 - £7,176 to £8,112 for 12 hours per week
 - £10,764 to £12,168 for 18 hours per week
 - £17,940 to £20,280 for 30 hours per week
- FTE £19,500 to £22,425 (aged 18-20yrs)
 - £6,240 to 7,176 for 12 hours per week
 - £9,360 to £10,764 for 18 hours per week
 - £15,600 to £17,940 for 30 hours per week
- This is a temporary fixed term contract in line with secured funding (currently from the National Lottery/DCMS Million Hours Fund and Government Youth Investment Fund), until end of March 2025 and will then be reviewed in accordance with community need, business objectives and funding opportunities.