



Job Description

Post: Youth Support Worker-in-Charge (Part Time Centre-based)
Temporary Sept 2017 - March 2018

Location: YMCA Youth Base, 10B Donard Street, Newcastle.

Hours per week: 9 hours

Responsible To: YMCA Area Youth Worker

Salary Scale: £10.80 per hour

Responsible for: The management of the youth centres generic youth work provision and staff team.

Job Purpose:

The development and delivery of the agreed unit programme, the management of appropriate staff/volunteers and the implementation of YMCA organisational policies.

To work directly with young people to develop their social education by providing programmes of activities. This post is for workers that have experience of operational responsibility for a local youth club/project. The post holder will be line managed by the YMCA Newcastle Area Youth Worker, providing strategic leadership and operational guidance.

Main duties and responsibilities

- 1 To identify, prioritise and deliver a programme of youth work activities based on need in the designated area, related to the 'Model for Effective Practice'.
- 2 To provide leadership and support for a team of Part Time Youth Workers and Volunteers within the club/project.
- 3 Ensure that young people play an active role in the club/project and work towards a model of youth participation.

- 4 Develop and maintain relationships with the wider community and external agencies.
- 5 Provide information and support to young people to assist them to express and realise their goals and to work effectively in groups.
- 6 Challenge oppressive behaviour in young people.
- 7 Encourage young people to broaden their horizons and be active citizens.
- 8 Monitor and evaluate the quality of youth work activities, supporting young people in the evaluation of the activities and the impact of youth work on their development.
- 9 Support young people in their understanding of risk and challenge and in taking action to address key issues in their lives.
- 10 Implement YMCA's Child Protection Policy and work with young people to safeguard their welfare and the welfare of others.
- 11 Be responsible for administration within the unit/project, including effective record keeping and ensuring that the administrative requirements of the YMCA are met.
- 12 As appropriate be involved in the recruitment, selection and induction of paid staff and volunteers.

Other duties

- 1 To carry out such duties, as may be assigned by the Line Manager, within the level of the post.

Person Specification

Essential

- 1 Hold local Youth Work qualification in a Northern Ireland context*

* Recognised as successful completion of:-

The Education and Library Board's / Education Authority's,
Youth Support Worker Qualification (from 2014)
OR

OCN Level 2 Introduction to Youth Work and OCN Level 3 Programme Development

OR Equivalent or higher

Demonstrate experience in design and delivery of needs based programmes

Minimum of 2 years experience working in a youth work setting.

Experience of working with challenging young people

Proven leadership skills.

Excellent written and oral communication skills.

Desirable:

Experience of managing a Youth Centre

Experience of managing Staff and Volunteers

Personal Qualities

Be motivated and enthusiastic

Be able to contribute to effective teamwork

Committed to working within an equal opportunities framework and to the Aims and Purposes of the YMCA.