

**Title of Post:** Lead Youth Worker  
**Salary:** £25.00 an hour (self employed)  
**Hours:** Flexible but minimum of 4 hours per week  
**Contract Length:** 12 months initially (secondments considered)  
**Location:** Northfield Hall, Brackenhall, Huddersfield  
**Application deadline:** Monday 25<sup>th</sup> November



### **Purpose of the Job**

This is an exciting opportunity to be part of the development of a Youth Hub at Northfield Hall in Huddersfield. This is an initiative led by young people, supported by Positive Stepz CIC and Local Services 2 You. Working in partnership we are developing a comprehensive programme of activities and support for young people. This role is intended to get regular youth sessions happening at the centre whilst this other work develops.

The young people have identified the mission of the Hub as:

“to create a vibrant and inclusive community hub where young people can come together to learn, grow and thrive.”

They have also said the centre will do the following:

“Through engaging activities, supportive staff, and a commitment to safety and wellbeing, we aim to empower youth to reach their full potential and become active contributors to their communities.”

The hub will act as a place of safety, somewhere that young people can share and learn together, access support, improve wellbeing and develop skills.

The opportunity is initially on a self employed basis for a minimum of four hours per week to deliver one evening session for young people during the week. We can be flexible though and are happy to discuss the opportunity to deliver more hours and sessions. We will also consider secondment or partnership arrangements where appropriate.

The right behaviours and attitudes are as important as the skills you bring to the job. We also expect all our staff and volunteers to carry out their role in line with our values, these are:

- We are **Caring**, we have empathy and show respect
- We are **Inclusive** and make efforts to address inequality
- We are **Responsive** and take action quickly when we need to
- We take **Pride** in what we do and celebrate our achievements
- We are **Collaborative** and know we can achieve much more when we work together
- We are **Committed** to our communities
- We are **Creative** and Enterprising in what we do

To apply please send your CV along with a cover letter of no more than two sides of A4 outlining your suitability to the role to [info@ls2y.co.uk](mailto:info@ls2y.co.uk) by Monday 25<sup>th</sup> November. If you have any questions or would like to discuss the role please contact us on [info@ls2y.co.uk](mailto:info@ls2y.co.uk) also and we'd be happy to have a chat about it.

Interviews will take place during December.

We provide an outline of the role below and we will provide a full induction and training programme to support you in the role.

- To deliver at least one three hour youth session a week at Northfield Hall.
- Responsible for acting as delivery lead for the open access face to face youth provision for young people aged 13 to 19 (up to 24 with additional needs).
- Act as DSL and ensure effective safeguarding policies and procedures are followed with all relevant paperwork submitted.
- Establish and develop positive working relationships with young people, families and relevant stakeholders.
- Ensure attendance, sign-up, consent and registration paperwork is completed in a timely manner.
- Ensure effective risk assessments are in place and followed for all activities. Regularly review and quality assure all risk assessments to ensure they are compliant and all sessional staff and volunteers are aware of the assessments. Ensure all support staff are confident to follow risk assessments in place including awareness of dynamic risk assessments.
- Supervision of assistant youth workers and volunteers during delivery.
- Support young people to actively challenge and advocate for their rights where appropriate, and through action.
- Support young people to learn through leadership roles and demonstrate their influence to others
- Maintain an awareness of legislation, evidence of good practice, and other information relevant to the service, and advise the project team and young people, as appropriate.
- To support communications that engage young people and promote the opportunities available through the project.

There is a minimum requirement for the holder to have a full valid UK driving licence with business insurance. Applicants will need to have a flexible approach to work.

### **Other**

- To assist in the achievement of the overall company objectives.
- To undertake such other duties and responsibilities of an equivalent nature, as may be determined by managers from time to time, in consultation with the postholder.
- To ensure you make yourself aware of and work in compliance with all Company Policies and Procedures.
- It is the duty of the postholder not to act in a prejudicial or discriminatory manner towards service users or employees, including those who may be for example from minority ethnic communities, women, disabled or older people, lesbians or gay men. The postholder should also counteract such practice or behaviour by challenging and/or reporting.
- Ensure the Health and Safety of all staff and resources within the postholder's area of responsibility, i.e. delegated responsibility in relation to the nature of the postholder's

duties and personal responsibilities as detailed in the Health and Safety at Work Act 1974. In addition, the Management of the Health and Safety at Work Regulations detail the following:

- Employees must inform their employer or/supervisor of any work situation which might present a serious and imminent danger to Health and Safety.
- Employees must inform their employer or supervisor of any shortcomings in the Health and Safety arrangements even when no danger exists.
- To undertake training and development as agreed between the postholder and their line manager
- To communicate effectively with all members of staff and be professional at all times.

No job description can cover every issue which may arise and the postholder is expected to carry out other duties appropriate to the role as required from time to time.

**This job description may be amended after consultation and will be reviewed annually. A DBS check will be required for this job. A conviction may not exclude candidates from appointment but will be considered as part of the recruitment process. At Local Services 2 You we are committed to valuing diversity and promoting equality. We encourage and welcome applications from suitably qualified candidates from all backgrounds regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation.**



## Person Specification

### Job Title: Lead Youth Worker

Applicants must be able to demonstrate the following education and training, experience, approach and attitudes.

**You must demonstrate, as a minimum, your experience and skills on the application form to be considered for shortlisting. These and other aspects of the role requirements will be tested more thoroughly if you are invited for interview. (E) = Essential requirement, (D) = Desirable requirement**

	Requirements	How Identified
Education and Training	Youth or Community Work Qualification or equivalent experience (E) Full UK Driving License, car owner with business insurance.(E) A positive attitude towards professional development and their own learning.(E)	Application / Certificates /Interview
Relevant Experience and Knowledge	Experience of leading and delivering youth projects.(E) Issues of disadvantaged/social exclusion facing young people. (E) Knowledge and experience of safeguarding requirements when working with young people and vulnerable adults. (E) Knowledge of the social and emotional factors that affect a young persons capacity to engage positively in social settings (E) Knowledge of available support services and referral routes.(D) Ability to provide general advice and guidance and to seek specialist advice or support where appropriate. (E) Experience of working with a range of modern IT systems (E) Experience of working within legislative requirements of Health & Safety, Data Protection, and Equality, Diversity and Safeguarding (D) Knowledge and understanding of organisations with social or charitable purpose (D)	Application/ Interview
Skills and Abilities	An ability to motivate, inspire and mentor young adults towards achieving their goals. (E) Able to prioritise own work (E) Excellent organisational skills (E) Excellent literacy and numeracy skills (E) Ability to communicate with staff and other professionals (E) Ability to maintain strict confidentiality where necessary (E)	Application / Interview

	<p>Ability to produce accurate work whilst working to tight deadlines (E)</p> <p>Excellent ICT skills (E)</p> <p>Solutions focussed and ability to work on own initiative (E)</p> <p>Excellent communicator (written, verbal and listening) (E)</p> <p>Effective time management/organisational skills (E)</p> <p>Strong work ethic and reliability (E)</p> <p>Ability to use own initiative (E)</p> <p>Team player (E)</p> <p>Strong influencing and mentorship skills (E)</p> <p>Ability to build and maintain trusted and effective relationships (E)</p> <p>Adaptability and flexibility with day-to-day tasks and workloads (E)</p>	
Attitudes	<p>Supportive to the needs of other team members (E)</p> <p>Flexible (E)</p> <p>Good understanding of and commitment to Equity, Diversity and Inclusion (E)</p> <p>Enthusiasm, energy and resilience (E)</p> <p>Focused (E)</p> <p>Personable (E)</p> <p>Trustworthy (E)</p> <p>Confident (E)</p> <p>Desire to lead, inspire and motivate (E)</p>	Interview