



# JOB DESCRIPTION

|                      |   |
|----------------------|---|
| <b>Job Title:</b>    | <b>Youth Worker</b>                       |
| <b>Job ref:</b>      | <b>YW1- 0119</b>                          |
| <b>Reporting to:</b> | <b>Lead Worker</b>                        |
| <b>Location:</b>     | <b>Mahdlo hub and district provisions</b> |

## **Our Vision**

To be a beacon of excellence for youth-led provision in Oldham

## **Our Mission**

To deliver high quality, innovative activities and experiences for young people from Oldham aged 8-19 (25 with a disability); to provide opportunities, raise aspirations and support young people to be the best they can be.

## **Our Values – The Way We Work**

**P**assion  
**R**espect  
**I**nclusion  
**D**ependability  
**E**xcellence

## **Job purpose:**

To provide professional youth work to deliver a range of exciting programmes to children and young people that will challenge, stimulate and provide new opportunities, in line with the Mahdlo key themes; Get Sorted (personal development, crime prevention and health and wellbeing) and Get Connected (leadership, volunteering and citizenship);

## **Key Responsibilities:**

1. Working directly with children and young people (8-12 years and / or 13-19 years) to develop their social skills and build their confidence by delivering programmes of activities, services and facilities at Mahdlo which will take place during the evenings, at weekends and during school holidays and will occasionally include residential work.
2. To directly deliver a planned, high quality programme of activity that is exciting, safe, innovative, and developmental and directly responds to the diverse needs, concerns and interests of our members. Offering opportunities and encouraging all children and young people to participate in a range of activities and experiences across our 6 key themes: Get Active; Get Creative; Get Sorted; Get Outdoors; Get Connected; Get Ahead.
3. Where required contribute to the development of plans for delivery of youth work sessions and projects
4. To deliver and evidence projects to support with the delivery of preventative issue based youth work
5. To establish positive relationships with children and young people, to challenge them, support them and encourage them to participate positively.
6. To work with children and young people in groups, 1-2-1 and in outreach settings.
7. To work flexibly to ensure the needs of our members are met, including disadvantaged children and young people and those with disabilities or additional needs.



8. To ensure that our members maintain a high standard of behaviour and discipline during sessions.
9. To work alongside and support Activity Workers, Volunteers and Young Leaders to deliver our programmes.
10. To promote cultural cohesion and inclusion, and proactively challenge any prejudice and discrimination.
11. Ensure the participation of young people and that their ideas contribute fully in the delivery and evaluation of sessions, projects and activities.
12. To understand and adhere to Mahdlo policies and procedures at all times with particular emphasis on equal opportunities, health and safety and safeguarding.
13. To have responsibility for promoting and safeguarding the welfare of children and young people at all times.
14. To monitor, record and evaluate sessions in accordance with Mahdlo's systems.
15. To be an active member of the team and deliver a focused, measurable contribution to Mahdlo operating in line with Mahdlo's values and principles.
16. To take a creative and enthusiastic approach to making Mahdlo a valued facility in Oldham and a leader in its field.
17. To promote a positive image of Mahdlo through professional operation and conduct with all our stakeholders and the general public.

### **General Requirements**

- Contribute positively to a range of exciting activity programmes for children and young people in the hub and districts that will challenge, stimulate and provide new opportunities, in line with the Mahdlo six key themes: Get Active (Sports); Get Creative (Arts); Get Sorted (personal development, crime prevention and health and wellbeing); Get Outdoors (outward bound and environmental activities); Get Connected (leadership, volunteering and citizenship); Get Ahead (employment and enterprise).
- Work diligently to meet the requirements of this job description
- Always seek to continuously improve so that the highest quality standards are achieved
- Participate positively in internal/external meetings and training as required
- Positively participate in one to ones and appraisals
- Ensure that all relevant policies, procedures and working practices are adhered to at all times
- Work in accordance with Mahdlo's culture, values, aims and objectives
- Act as a positive ambassador for Mahdlo at all times
- Positively contribute to Mahdlo's team working environment, taking ownership of issues and supporting colleagues where appropriate
- Be flexible and willing to undertake any other duties that may be reasonably be required

### **Additional Information:**

- Mahdlo is an equal opportunities employer and welcomes applications from all sections of the community.
- Unfortunately we will only be able to notify candidates who are shortlisted for interview.

**NB: This job description forms part of the contract of employment of the person appointed to this post. It reflects the position at the present time only, and may be changed in consultation with the employee. As a general term of employment, Mahdlo may affect any necessary change in job content, or may require the post holder to undertake other duties, provided that such changes are appropriate to the employee's remuneration and status.**



**In accordance with Mahdlo's Child Protection and Safeguarding procedures, this position requires an enhanced DBS check and will require you to complete Safeguarding training within six months of appointment and refresher training thereafter.**

**I confirm that I have read and agreed to carry out the duties and responsibilities contained in this job description.**

Name (Please print): \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_



## PERSON SPECIFICATION

|                             |   | Essential | Desirable |
|-----------------------------|---|-----------|-----------|
| <b>Qualifications</b>       |   |           |           |
|                             | A qualification recognised by the JNC for Youth & Community Work – NVQ / VRQ Level 2 equivalent or above  | ✓         |           |
|                             | A JNC recognised professional youth work qualification (minimum DipHe).   |           | ✓         |
| <b>Experience</b>           |   |           |           |
|                             | Face to face youth work delivery, working with young people aged 8-19yrs both in groups and in 1-2-1s   | ✓         |           |
|                             | Experience of delivering issue based youth work and youth work support to individuals and groups.   | ✓         |           |
|                             | Experience of supporting young people who are disaffected, underachieving and or have social/emotional barriers to participation.   | ✓         |           |
|                             | Experience of working in a team and alongside volunteers.   | ✓         |           |
|                             | Residential work with young people.   |           | ✓         |
|                             | Organising a programme of developmental youth work activities.  |           | ✓         |
|                             | Face to face youth work delivery in an outreach setting, working with young people aged 13-19yrs both in groups and in 1-2-1s.  |           | ✓         |
| <b>Knowledge and Skills</b> |   |           |           |
|                             | Understanding of the principles of good youth work practice and the issues affecting young people's lives.  | ✓         |           |
|                             | Knowledge of Health and Safety, Diversity Awareness and Safeguarding best practice and how these relate to children and young people within Mahdlo.   | ✓         |           |
|                             | Strong commitment to young people and ability to engage and build positive relationships with all young people including disengaged and disadvantaged young people.   | ✓         |           |
|                             | Confident in managing a group of children and young people and the ability to work with them to develop their social education by providing programmes of activities and services that are engaging and enable young people to develop. | ✓         |           |
|                             | Ability to coach, encourage, motivate and provide reliable support to children and young people.  | ✓         |           |
|                             | Ability to deliver high quality youth work programmes with young people who face social exclusion, disadvantage and disaffection.   | ✓         |           |
|                             | Delivery of youth work within an equal opportunities framework and ability to identify and challenge discrimination and discriminatory behaviour, taking appropriate action as necessary.   | ✓         |           |
|                             | Excellent communication and IT skills.  | ✓         |           |
|                             | Ability to understand, follow and implement procedure.  | ✓         |           |
|                             | Ability to monitor and evaluate sessions and work flexibly to change delivery during session in required.   |           | ✓         |
| <b>Personal Attributes</b>  |   |           |           |
|                             | Positive and enthusiastic.  | ✓         |           |
|                             | Punctual and reliable.  | ✓         |           |
|                             | Commitment to personal and professional development.  | ✓         |           |
|                             | Able to work in the evenings and at weekends  | ✓         |           |