



# JOB DESCRIPTION

<b>Job Title:</b>	Holiday Zone Activity Worker
<b>Job Ref:</b>	HZAW - 0519
<b>Reporting to:</b>	Lead Workers
<b>Location:</b>	Mahdlo (Oldham Youth Zone) Hub and District provisions

## **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**

Passion  
Respect  
Inclusion  
Dependability  
Excellence

## **Job Purpose:**

To deliver a range of exciting activity Holiday Zone programmes to children and young people that will challenge, stimulate and provide new opportunities, in line with Mahdlo's key themes.

## **Main duties and responsibilities:**

1. To work directly with children and young people (8-12 years and / or 13-19 years) to lead and deliver safe and structured sessions within the Youth Zone.
2. To confidently manage and establish positive relationships with groups of children and young people with children and young people.
3. To work with young people from a range of backgrounds and with a range of needs.
4. Effectively communicate at all levels, orally and in writing.
5. To provide work alongside other team members and provide guidance and support to young leaders and volunteers.
6. To attend training and development events where required.
7. To be able to work from own initiative including being flexible to meet the needs of children and young people.



8. To work alongside Youth Workers, Volunteers and Young Leaders to deliver activities.
9. To promote cultural cohesion and inclusion, and proactively challenge any prejudice and discrimination.
10. To ensure the participation of young people in activities and that their ideas contribute fully in the delivery and evaluation of activities.
11. To understand and adhere to Mahdlo policies and procedures at all times with particular emphasis on equal opportunities, health and safety and safeguarding.
12. To promote and safeguard the welfare of children and young people at all times.
13. To monitor, record and evaluate sessions in accordance with Mahdlo's systems.
14. To be an active member of the team and operate in line with Mahdlo's values and principles.
15. To promote a positive image of Mahdlo through your work with children and young people

### **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.
- Understand the importance of data protection and maintain standards of best practice in this area.
- 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
- In accordance with our Child Protection and Safeguarding procedures, this position requires a safer recruitment interview and an enhanced DBS check.
- Mahdlo is an equal opportunities employer and welcomes applications from all sections of the community.

**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.**



# PERSON SPECIFICATION

Please use the person specification to demonstrate in your application how you meet the requirements for the role.

		Essential	Desirable
<b>Qualifications</b>			
	Level 1 or above National Governing Body Award		✓
<b>Experience</b>			
	Experience of leading and working with groups of young people 8-12 and / or young people aged 13-19 (25 with a disability)	✓	
	Experience of working with young people from diverse backgrounds and with challenging needs	✓	
	Experience of delivering a wide range activity sessions	✓	
	Experience of working with children and young people who are disaffected, underachieving and or have social/emotional barriers to participation	✓	
	Experience of working with young people with additional needs and disabilities		✓
	Experience of working in a team and alongside volunteers	✓	
<b>Knowledge and Skills</b>			
	Ability to deliver high quality programmes with children and young people who face social exclusion, disadvantage and disaffection	✓	
	Understand the principles of working with children and young people, the issues affecting their lives and knowledge of their needs		✓
	Able to work as part of a team	✓	
	Able to plan and evaluate programs of activity including production of session plans and program reports	✓	
	Able to work under own initiative	✓	
	Able to communicate effectively with young people, parents, team members and members of the public	✓	
	Able to work under own initiative	✓	
	Basic knowledge of pathways for young people		✓
	Able to deliver activities within an equal opportunities framework	✓	
	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 children and young people and ability to engage and build positive relationships with all young people including disengaged and disadvantaged young people	✓	
	Ability to coach, encourage, motivate and provide reliable support to children and young people	✓	
	Confident in managing a group of children and young people, especially those with challenging behavior.	✓	
	Ability to identify and challenge discrimination and discriminatory behavior, taking appropriate action as necessary	✓	
<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	✓	