**JOB PROFILE**

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| **POST:** | Youth Engagement Worker |
| **PTMWA GRADE:** | C |
| **SALARY:** | £22,571 - £23,484 per annum (pro rata) |
| **HOURS:** | 35 hours per week |
| **LINE MANAGER** | Head of Service |
| **RESPONSIBLE FOR:** | No direct reports |
| **DURATION:** | Permanent subject to funding |
| **AGE RESTRICTION:** | Minimum age 18 years |

**JOB PURPOSE:**

To work alongside young people to increase their confidence, skills and ability to drive change by:

* Working intensively with young people to support their learning and development
* to help young people to design and implement initiatives and campaigns
* to connect young people with both national and international women’s movements
* to leverage support from specialist facilitators from both the Pankhurst Trust and other relevant agencies to deliver a range of training activities and workshops throughout the course of the project as appropriate
* to secure and train a cohort of skilled mentors as required

**MAIN DUTIES AND RESPONSIBILITIES:**

1. Supporting youth engagement activity by feeding into the development, delivery and implementation of different programmes, campaigns and mentoring schemes.
2. Using existing and bespoke evaluation tools and methods to judge the success of the programme and working to improve PTMWA’s work with young people.
3. Ensuring our work is compliant with all relevant health and safety laws and PTMWA’s policies on safeguarding.
4. Developing and delivering innovative one-to-one, small group and large group work with young people to promote their development according to PTMWA’s mission, including sourcing materials and facilitators, as well as coordinating/supporting volunteers and mentors where appropriate.
5. Developing close links with appropriate individuals, organisations, and statutory bodies in the communities in which PTMWA works to create a conducive environment for PTMWA’s work with young people.

**GENERAL:**

1. To follow confidentiality procedures as required by PTMWA and statutory legislation
2. To identify own training and development needs and participate in all training courses relevant to this traineeship and PTMWA’s commitment to providing high quality services
3. To work at all times with due regard to all the policies and procedures of PTMWA, both operational and non-operational, and participate in their development and amendment where required
4. To support awareness raising and fundraising efforts by contributing to, and participating in, publicity fairs and other events that promote and enable sustainability of PTMWA’s services
5. To be mobile and work across all areas of the city as required

**OTHER:**

* This post has been assessed and confirmed as open to women only under the Equality Act 2010, schedule 9, part 1
* This post is subject to an enhanced DBS check which will be carried out immediately on completion of a job offer being made and again every 3 years. Failure to engage in the completion of the relevant DBS application may result in the job offer being withdrawn.
* Requirement to work unsocial hours missing

This job description attempts to cover the main duties of the post but is not intended to provide an exhaustive list of tasks. The post-holder is therefore expected to undertake any other reasonable duties within the scope of the role as specified by their line manager.

**Organisational values**

Our staff, service users and volunteers have contributed to, and developed, a set of values that reflect who we are, what we do and why we do it.

**Generous:** sharing our skills, creating energetic positive links, and thriving together.  
**Affirming:** supporting and inspiring, paying attention to discover what matters.  
**Courageous:**challenging inequality, stepping forward and making change.  
**Rooted:** secure and participating in our communities, nurturing a sense of belonging.

**PERSON SPECIFICATION**

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| **CRITERIA** | **ESSENTIAL/**  **DESIRABLE** | **ASSESSED** |
| **EDUCATION/QUALIFICATION** | | |
| Relevant professional qualification, e.g. social Work, Youth Work, NVQ level 3 in Health and Social Care, play therapy, and/or equivalent experience | **D** | Application form/Interview |
| **EXPERIENCE** | | |
| Recent and significant experience of undertaking direct work with young people in a 1.1 or group work setting | **E** | Application Form/  Interview |
| Has an understanding of the social, cultural and economical barriers working class young people face. | **E** | Application Form/  Interview |
| Has a strong knowledge, appreciation and practical experience of ‘informal education’, which may be supported by a professional qualification. | **D** | Application Form/  Interview |
| Have experience of working with young people in a pastoral care and development role. | **D** | Application Form/  Interview |
| **KNOWLEDGE AND UNDERSTANDING** | | |
| Have strong communication and relationship management skills, and experience of developing/leveraging close links with key stakeholders in the community to aid the success of the programme. | **D** | Application Form/  Interview |
| Be computer literate. | **E** | Application Form/  Interview |
| Can work together with individuals and groups of young people to create activities, offer appropriate support and enable young people to take action, which leads to youth leadership and further opportunities. | **E** | Application Form/  Interview |
| Will enjoy being flexible within their job role, working on projects, campaigns and leading sessions in schools and communities. | **E** | Application Form/  Interview |
| Has significant experience of outreach youth work, working within schools, individual and group work. | **D** | Application Form/  Interview |
| Understanding of equality, diversity and inclusiveness and able to demonstrate in their practice. | **E** | Application Form/  Interview |
| **SKILLS AND ABILITIES** | | |
| Be able to work on their own initiative and as part of a team and be able to work flexibly to meet the needs of the young people and RECLAIM. | **E** | Application Form/  Interview |
| Be able to use conversation, activity and environments to work with people to develop thinking, reflection, learning, action and change. | **D** | Application form/ Interview |
| Be able to deliver strong presentations to groups of young people, engage them in positive activities relating to the goals of the programme. | **D** | Application Form/  Interview |
| Be confident in monitoring and evaluating effectively to demonstrate impact. | **D** | Application Form/  Interview |
| Has the wisdom and ability to work in a team, learn quickly, make relationships and take initiative. | **D** | Application Form/  Interview |
| Is highly motivated, can work under pressure and has a positive non-judgemental outlook. | **E** | Application Form/  Interview |
| **OTHER** | | |
| Commitment to equal opportunities and anti-discriminatory practice | **E** | Application Form/  Interview |
| Willingness to undertake training, a commitment to continuous professional development and the continuing development of the post | **E** | Application Form |
| Willingness to work flexibly, evenings and weekends as necessary to meet the needs of the service | **E** | Application Form |
| Mobile to visit and work across the city | **E** | Application Form/  Interview |

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| **POST HOLDER SIGNATURE:** |  | **DATE:** |  |
| **LINE MANAGER SIGNATURE:** |  | **DATE:** |  |