



## **JOB DESCRIPTION**

<b>Job Title:</b>	Youth Worker
<b>Salary:</b>	£18,000 – £20,000 pro-rata (depending on experience)
<b>Hours:</b>	25 hours per week
<b>Responsible to:</b>	YCA Centre Manager

### **Background to Post:**

The Yemeni Community Associations' main thrust is to actively encourage participation of the local people to contribute to the regeneration of the local area and empowering them to identify and voice health, social, environment and economic issues affecting the community.

The YCA is already offering a number of services from its Community base and other venues. Funding has been secured for a number of projects such as the Learning Centre, Advice and Information point, Health Development Programme and others.

**This post is funded via the Big Lottery Fund.**

### **Job Summary:**

The overall aim of this role is to get the young people positively engaged in the community. The worker will form the YCA to offer the youths with a base of social interaction and thereby create an ownership of the centre through out of school activities targeting social isolation and low self confidence.

The worker will ensure the programme provides a secure and supervised environment for young people from different backgrounds and cultures. The activities should be designed to keep the youths off the streets and away from criminal behaviour and drugs; enabling them to utilise their time effectively while overcoming social and cultural barriers thus improving community relations.

This role is to work closely with young people from a range of backgrounds who are mostly disaffected and disengaged and to give advice, support and establish a range of services and activities that meet their educational, social, cultural and recreational needs.

The role will also require liaising and working in partnership with other service providers such as schools and colleges, Connexions, careers service, youth service and other agencies and organisations that work with young people to not only ensure that a comprehensive support service is available but one that also encourages community cohesion

### **Main Duties and Responsibilities:**

1. To offer advice, information and support service to young people
2. To build confidence and self-esteem of young people to enable them to access and take advantage of available services and activities
3. To assess the needs of young people within the local area
4. To help develop the skills and capabilities of the young people and assist them in reaching their full potential.
5. To raise levels of awareness of education and training opportunities amongst young people.
6. To organise and establish activities (educational, health, social and recreational) that meet the needs of the young people ensuring cultural sensitivity in its delivery.
7. To increase employment potential of young people through establishing a volunteering programme offering work experience opportunities or sign posting them to relevant help and support at the YCA or other young peoples service providers such as the Youth Service, Connexions, Job link, Job Centre, etc.
8. To seek and develop relevant partnerships with providers of services to young people in the area such as schools, colleges, careers service, connexions, Police, Drugs action Team, etc.
9. To work closely and effectively with other departments of the YCA in order to provide an efficient and effective service.
10. To contribute to community cohesion through partnership working with other young peoples organisations.
11. To work closely with the YCA Development Manager to ensure the financial control of budgets and outputs for the project are met.

12. To demonstrate a commitment and understanding to the organisations child protection, equal opportunities and anti bullying policies
13. To ensure systems are in place to provide statistics and performance measures required by YCA management and meet necessary monitoring and evaluation reporting required by funders of the project.
14. To empower the young people in the decision making process through the establishment of a Youth Forum to steer the YCA youth provision
15. To monitor and evaluate personal development of individual young people through compilation of Personal Development Plans
16. To fund raise thus ensuring activities for young people are sustained
17. To ensure that these programmes are in line with funders' requirements, the budget that has been agreed, and that they achieve the required outputs and outcomes.

**Other**

18. To carry out all duties in line with YCA's Equal Opportunities and Health and Safety Policies.
19. The postholder will undertake such other duties as may be required to achieve the YCA's objectives.