## Role Profile

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| **Job title** | **Libor Project Worker**  | **Salary:** | £20 000 PA (pro rata)  |
| **Reporting to:** | **Head of Youth Work** | **Holidays:** | 33 (pro rata) days including bank holidays |
| **Location:** | Wirral Youth Zone | **Hours:** | 20 hours per week (including evenings & weekends) |
| **Key Relationships:** | Youth Zone staff, young people, parents, key partners and local sports clubs |

**Job Purpose:**

Wirral Youth Zone, The Hive has been awarded funding from the Chancellor of the Exchequer via the Libor Grant scheme do deliver the “Force for Good Project” which aims to support current and ex-serving military families with children or young people aged 8-19 (up to age 25 for anyone with additional needs).

The project aims to support these young people to access The Hive, take part in new activities and develop life and social skills. The post holder will work across Wirral, creating strong partnerships with a range of organisations which engage current and ex-service families, enabling young people to access opportunities to offer by The Hive. The Project runs until April 2019 and aim to work with 172 young people former and current or ex-service families, supporting them to make new friends, develop social skills and improve their overall wellbeing as well as provide target support as required.

**Context of the post:**

Youth Zones are amazing places: accessible, vibrant, welcoming, fun and caring are just some of the words used by young people to describe their Youth Zone. Wirral Youth Zone, which is opening in spring 2017 will be no different. Youth Zones are for young people aged 8 to 19, and up to 25 for young people with additional needs. Wirral Youth Zone is part of the growing OnSide network alongside Bolton, Blackburn, Manchester, Oldham, Carlisle, Wigan and Wolverhampton.

Wirral Youth Zone is centrally located, dedicated to young people and makes a bold statement about the importance of giving young people high quality places to go in their leisure time and has big ambitions to be a flagship for quality youth provision. Open 7 days a week, at weekends and during school holidays, the Youth Zone’s purpose is to help young people grow to be happy, healthy and successful adults. The state-of-the-art £6 million building will provide young people with access to a range of activities, all offering young people the opportunity to try new things, meet new friends and gain support from friendly, warm and positive staff and volunteers. The facilities include a 3G pitch, a gym, sports hall and recreation area, and dance, arts, music and media suites.

With 20% of army personnel recruited from the North West and an estimated 500K-1M ex-service personnel in the region, there is clearly a need to engage and support the children and families, to ensure they do not suffer disadvantage. 92% of those who leave the armed forces make successful transitions, however the remaining 8% encounter difficulties, which has social and financial costs for veterans and communities.

Housing, health, employment, bereavement and adjusting to civilian life can all create stress, family breakdown and long-term health problems. Separation from parents serving abroad and repeated relocations can also be difficult and stressful for children. This can leave children vulnerable and excluded. The Hive is ideal to enabling them to benefit from a wide range of social, recreational and educational activities and programmes that will improve their health, well-being, opportunities, aspirations and overall life chances.

**Values and Aspiration**

The young people’s chosen name “The HIVE” represents the aspirations and values that young people feel the Youth Zone should stand for. The Youth Zone will be a ‘hive’ of activity, adventure and fun for all young people where they can try new experiences and learn new skills. The Hive will be a place where young people can reach their full potential, grow their dreams and achieve their goals. They want it to be a safe and supportive community for young people to belong and be themselves.

We are looking for someone who can deliver on the young people’s aspirations and who:

* Is a positive role model for young people who believes and recognises young people’s potential
* Has positive and “can do” attitude
* Takes responsibility for their own actions
* Is committed to a culture of continuous improvement and subscribes to a “tonight’s better than last night” philosophy
* Is willing to go the extra mile to ensure great provision for young people

**Duties and Responsibilities – General**

* Work within the performance framework of Wirral Youth Zone and OnSide, in particular achieving all the outcomes specified in project business plan and funding bid.
* Represent Wirral Youth Zone positively and effectively in all dealings with internal colleagues, and external partners
* To be alert to issues of safeguarding and child protection, ensuring the welfare and safety of Youth Zone members is promoted and safeguarded, and to report any child protection concerns to the designated Safeguarding Leads using the safeguarding policies, procedures and practice (training to be provided)
* To assist with any promotional activities and visits that take place at the Youth Zone
* To actively promote the Youth Zone and positively contribute towards increasing Youth Zone membership
* To adhere to Wirral Youth Zone policies at all times, with particular reference to Health and Safety, Safeguarding and Equal Opportunities

**Duties and Responsibilities - Detailed**

* To work with the Senior and Junior Session leads to ensure young people who meet the project criteria are activity engage and integrated into sessions.
* To work directly with all local groups which may support current or ex-service families, maintaining positive relationship with these organisations and establishing referral pathway for young people into the project.
* To with support of your line manager maintain an up to date outreach plans for engagement with all relevant groups and partner agencies
* To work directly with children and young people to plan, lead and deliver safe, fun and structured activities in line with the project objectives, both within and away from The Hive.
* To achieve all project KPI’s within agree timescales, which include:
	+ 172 service and ex-service young people worked with
	+ 122 service and ex-service young people engaged in the project
	+ 114 service and ex-service young people reporting increased friendships
	+ 103 service and ex-service young people reporting increased social skills
	+ 103 service and ex-service young people reporting increased well being
	+ 65 service and ex-service young people successfully engaged in target and bespoke support projects
	+ 42 service and ex-service families supported
	+ 15 events aimed at service and ex-service families and young people
* To capture and represent the views of young people who are engaged in the project.
* To confidently manage and establish positive relationships with groups of children and young people engaged in the project.
* To support young people engaged in the project to access The Hive, which may include support young people to travel independently or arranging outreach minibus pickups.
* To complete all monitoring information required for impact measures, to encourage feedback from young people taking part in activities, and share this with the staff team regularly
* To work with young people from a range of backgrounds and with a range of needs.
* Effectively communicate at all levels, orally and in writing
* To work alongside other team members and provide guidance and support to young leaders and volunteers
* To undertake attend regular training and development sessions and events where required
* To promote cultural cohesion and inclusion and proactively challenge any prejudice and discrimination
* Carry out any other reasonable duties as requested by management

**Special Requirements**

* This post is exempted under the Rehabilitation of Offenders Act 1974 and as such appointment to this post will be conditional upon the receipt of a satisfactory response to a check of police records via Disclosure and Barring Service (DBS)
* A willingness to work unsocial hours during evenings and weekends is required
* The ability and willingness to travel to meetings and events both in the region and beyond
* Due to the travel requirement of this role a full clean UK driving licence in required

**Person Specification**

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| **Selection Criteria\***A = Application Form I = Interview T = Test/Personality Profile | **Essential or Desirable** | **Method of Assessment** |
| **Experience** |
| Extensive experience of delivering arts activities to young people in line with relevant guidance and good practice | Essential | A & I |
| Proven experience of working with young people aged 8 to 19 (25 with disabilities) in a range of settings | Essential | A & I |
| Proven experience of engaging vulnerable, disengaged or hard to reach young people in arts activities | Essential | A & I |
| Experience of youth work | Desirable | A & I |
| Experience of managing a staff team including volunteers | Essential | A, I |
| Experience of monitoring and evaluation processes | Desirable | A & I |
| Experience working in partnership with external agencies  | Desirable  | A & I |
| Experience managing externally funded projects | Desirable  | A & I |
| **Educational / Vocational Qualifications** |  |  |
| A relevant qualification in arts or youth work (Level 4) or relevant experience | Essential | A |
| GCSE or equivalent literacy and numeracy | Essential | A |
| Activity or arts leadership/coaching qualifications  | Essential | A |
| One or more specialist arts qualification such as Dance, Music, Photography, Performing or Creative Arts etc. | Essential  | A |
| **Skills** |  |  |
| Excellent communication skills to deliver activity programmes to a wide range of young people | Essential  | A & I |
| Ability to motivate and engage staff, volunteers and young people through arts | Essential | A & I |
| Strong commitment to young people and ability to engage and build positive relationships with disengaged young people | Essential | A & I |
| Ability to plan and deliver arts events, such as performances or exhibitions | Essential | A & I |
| Ability to coach and develop group of young people  | Essential | A & I |
| Ability to manage and organise several tasks at a time | Desirable | A & I |
| Ability to take initiative as part of a team, and lead a team | Essential | A & I |
| **Knowledge** |  |  |
| Knowledge of the issues affecting young people and an ability to work with challenging behaviour and complex needs | Essential | A & I |
| Sound knowledge of arts qualifications and the quality standards expected for the successful delivery of accredited and non-accredited arts activities | Essential | A & I |
| Knowledge of monitoring and evaluation within an arts setting  | Desirable | A & I |

\*Selection criteria for guidance only, alternative methods may be used to assist the selection process

**Wirral Youth Zone are committed to safeguarding and promoting the welfare of children, young people and vulnerable groups.**

**OnSide Youth Zones Values**

As a Youth Zone community our values provide us with cohesion as a group. We celebrate our differences; however, these values help ensure our actions, behaviour and motivations as colleagues and volunteers reflect our shared vision.

1. **Serving Young People**
* Focus on serving young people
* Continuous improvement in the service we offer
* Building relationships

We are dedicated to the development of young people and shall always strive to provide them with an environment and activities that will best inspire and develop them; that can deliver the ‘wow’ factor and leave a lasting impression.

We shall work to high standards and go the extra mile to build strong, positive relationships with young people. We welcome all young people as they are, and support them to make good decisions, ensuring their changing needs remain at the heart of our services.

1. **Can-Do Approach**
* Getting results
* Motivating others
* Determination

We shall deliver exceptional results through our passion and energy, pushing the bar higher. We will encourage ourselves and others to take on new challenges, whilst offering support and seeking advice at times, with a real pride in what we do.

We must be resilient and determined to achieve our goals. We all understand that sometimes we will not get there but often we will achieve spectacular success.

**3. Teamwork**

* Openness
* Supporting others
* Valuing and respecting others

In our network, every job and volunteer role is important. We value each person and his or her job as much as we value our own. We recognise the efforts of others, whether seen or unseen. We strive to be a team of high quality coaches; sharing our experience and best practice across the network and in turn benefiting from the experience of others.

We should encourage different views to our own, and support colleagues in their decisions irrespective of their outcome. We should be able to challenge colleagues openly, speaking up on controversial issues without fear. Therefore, our relationships will develop with each other based on trust, respect and dignity.

**4. Doing it Right**

* Acting with integrity
* Constant personal improvement
* Developing others

We are passionate about doing it right and are happy to seek specialist help when needed. We will train and be trained.

We encourage learning and development and will achieve ever-increasing personal competence resulting in a culture of constant improvement and professionalism.

**5. Innovation Friendly**

* Innovative environment
* Individual creativity

We want to provide an environment that generates innovative ideas and solutions; we are trailblazers. We wish to encourage employees, volunteers and young people to experiment with process and service provision.

We want an environment where innovation and creativity can flourish. We want a network where there is the freedom for individuals to think differently.