## Role Profile

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| **Job title** | Holiday Club Support Worker | **Salary:** | £7.50 – 9.00 per hour |
| **Reporting to:** | Lead Worker (Junior and Holiday Club) | **Holidays:** | 33 days including bank holidays (pro-rata) |
| **Location:** | Wirral Youth Zone | **Hours:** | School Holidays, 8am – 6pm, Mon – Fri throughout school holidays (part time) |
| All successful candidates must be available for Interview on 14th or 15th April 2018 and must attend training sessions on 12th/13th May and 19th/20th May 2018 (10am – 4pm) | | | |

**Job Purpose:**

During school Holidays the Hive operates a Holiday Club for our Junior Aged Young people (8-12) from 8am-6pm. The young people who attend can access activities and workshops across the Youth zone in small groups. This role is to be an activity worker who will facilitate the activities and ensure that the young people are fully engaged and safe during the sessions.

**Context of the post:**

Youth Zones are amazing places: accessible, vibrant, welcoming and 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.

This role involves:

* Cooking and baking sessions with young people
* Sports, arts and recreational games with young people
* General caring and proactive team member who strives for every session to be better than the last.

We are looking for flexible and creative members of the Youth Work Team to ensure we have the best possible offer to young people.

**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 – Detailed**

* To work directly with children and young people to plan, lead and deliver safe, fun and structured and informal sessions, activities and challenges within the Youth Zone which are progressive, fun, engaging and reflect the needs of young people, in particular and in line with the need of young people and your own experience to support in
  + The Rec Area
  + Training Kitchen
  + Health and Wellbeing Room, which include the Girls Project
  + Outreach
* To confidently manage and establish positive relationships with groups of children and young people with children and young people
* 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 contribute and support the youth zones youth work programme
* To encourage young people’s participation and engagement in the youth zone programme
* To support and welcome young people into the youth zone, specifically new members.
* To promote cultural cohesion and inclusion and proactively challenge any prejudice and discrimination
* Carry out any other reasonable duties as requested by manager

**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 events in the region and beyond

**Person Specification**

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| **Selection Criteria\***  A = Application Form I = Interview T = Test/Personality Profile | **Essential or Desirable** | **Method of Assessment** |
| **Experience** | | |
| Experience of leading and working with groups of young people 8-12 | Essential | A & I |
| Experience of working with young people from diverse backgrounds and with challenging needs | Essential | A & I |
| Experience working in a play/Youth Centre or equivalent | Desirable | A & I |
| Experience of delivering events / displays and performances | Desirable | A & I |
| Experience of working with young people with additional needs and disabilities | Desirable | A & I |
| Experience of team working and alongside volunteers | Essential | A & I |
| **Qualifications** |  |  |
| Level 2 Youth Work Qualification | Desirable | A |
| Additional relevant qualifications or training (e.g. team games, safeguarding) | Desirable | A |
| **Skills** |  |  |
| Ability to deliver high quality work creatively with children and young people, including those who face social exclusion, disadvantage and disaffection and manage such a group | Essential | A & I |
| Able to work as part of a team and under own initiative | Essential | A & I |
| Able to plan and evaluate programs of activity including production of session plans and evaluations | Essential | A & I |
| Able to communicate effectively with young people, parents, team members and members of the public  Able to work under own initiative | Essential | A & I |
| Able to deliver within an equal opportunities framework | Essential | A & I |
| Ability to engage and build positive relationships with young people including disengaged and disadvantaged young people | Essential | A & I |
| Ability to coach, encourage, motivate and provide reliable support to children and young people | Essential | A & I |
| **Knowledge** |  |  |
| Understand the principles of working with children and young people, the issues affecting their lives and knowledge of their needs | Desirable | A & I |
| Knowledge of health and safety, diversity awareness and safeguarding best practice | Essential | A & I |
| Basic knowledge of support pathways for young people | Desirable | A & I |

**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.