



Application Pack

Five Lamps is an award-winning social enterprise committed to tackling social, economic and financial exclusion from our base in Stockton-on-Tees

Senior Youth Participation Worker

Salary: SCP 12 (£9.15 per hour)

We are seeking to appoint an experienced Youth Worker to lead on our VIBE sessions on a Tuesday and Friday evenings. VIBE sessions are for young people aged 7- 21 years with physical and learning disabilities, where they take part in a wide range of activities and workshops aimed at teaching new skills whilst having a great time.

As a Senior Youth Participation Worker you will be responsible for the running of the sessions and the operational management of a small team of Youth Workers.

To apply, download an application pack from our website www.fivelamps.org.uk/about/vacancies/

The closing date for this post is 11 October 2019 @ 17:00. If you have not had a reply by 18 October 2019 please assume your application has been unsuccessful.

For an informal discussion about this post, please contact Darren Iveson, Youth Services Manager on 07894567938

Job Description and Person Specification are included below

Job Description

Senior Youth Participation Worker

Location:	'The Youthy', Thornaby, Stockton- on- Tees (primarily) but may be expected to work at any venue where the service is delivered
Hours:	8 hours per week, evenings. Flexible hours (weekend working may be required). Tuesdays and Fridays 5pm – 9pm.
Responsible to:	Youth Services Manager
Salary Scale:	SCP 12 (£9.15 per hour)
Job Purpose:	To be responsible for encouraging participation and involvement of young people in co-ordinated activities; working with young people on issues relevant to their personal development; assisting with the day to day operation of the service including all aspects of health and safety.
Contract Period:	Permanent

Duties & Responsibilities

- To provide support to the Youth Services Manager in the management of the Youthy staff and programmes, taking a lead role and being the main point of contact for the VIBE sessions
- To improve the quality of life of young people, by actively encouraging participation and involvement in co-ordinated activities and events
- To build positive relationships with young people to encourage positive outcomes which effect a lasting change
- To lead specific activities and workshops, including their planning, resourcing, accreditation and quality assurance
- To support the development and promotion of an annual programme of activities and special events for young people
- To measure the quality of services provided and their outputs, keeping appropriate detailed records and producing high-quality reports and performance data in an agreed format
- To promote the work of Five Lamps, raising the level of involvement of young people in community initiatives and integrating young people into other Five Lamps' projects
- To assist in the day to day operation of 'The Youthy' and any other centre from which services to young people may be delivered
- To operate administration systems, booking procedures and the management of petty cash in line with the Organisation's procedures
- To work as a member of a multi-disciplinary team in a co-operative and supportive way
- To maintain the highest standards of customer confidentiality at all times

- To demonstrate a commitment towards your own continuous personal development
- To monitor and maintain quality throughout the different areas of the service in relation to the external quality standards and inspection bodies and organisations
- To interface and make referrals to other Five Lamps projects
- To implement Five Lamps' policies on Health and Safety and Equal Opportunities at all times
- To undertake any other duties and responsibilities as may be reasonably required within the scope of the post

Senior Youth Participation Worker

Factor	Essential	Desirable
Qualifications	<p>Qualification in Youth Work</p> <p>Good standard of general education in particular English Language and Mathematics</p> <p>Food Hygiene Certificate</p> <p>First Aid Certificate</p>	<p>At least one years' experience of managing and supervising staff</p>
Experience/Knowledge	<p>At least one year's experience of working with young people with a broad range of disabilities</p> <p>Awareness of issues affecting young people, particularly those with physical and/or learning disabilities</p> <p>Experience of leading and motivating teams</p> <p>Awareness of issues affecting individuals from disadvantaged areas</p> <p>Proven ability to liaise and work in partnership with other agencies and parents/carers of young people with disabilities.</p> <p>Commitment to the standards set out in 'Transforming Youth Work'</p> <p>Awareness of data protection and customer confidentiality</p> <p>Understanding of safeguarding procedures.</p>	<p>An understanding of Five Lamps service portfolio</p> <p>Detailed working knowledge of local and national advice and support agencies</p>
Skills/Abilities	<p>The ability to maintain effective professional relationships with young</p> <p>To develop a structured and engaging programme of activities for young people that address their needs</p> <p>To encourage participation and involvement in all aspects of the planning and delivery of the provision</p> <p>A range of sport, arts and youth work skills</p> <p>Accuracy and attention to detail</p> <p>An ability to motivate and build confidence</p>	<p>Experience of multi-agency working</p>

	<p>Skills in planning and securing involvement</p> <p>An ability to lead, manage and record a specific activity</p> <p>The ability to effectively monitor, report on and evaluate work undertaken</p> <p>A passion for service quality</p> <p>Excellent communication skills</p> <p>A commitment to improve the quality of life and aspirations of young people</p> <p>The ability to carry out financial and administrative procedures</p>	
<p>Other (eg attitude, interests etc.)</p>	<p>Team Worker with flexible attitude to duties and hours of work</p> <p>Committed, enthusiastic, reliable</p> <p>Capacity for innovation and creativity</p> <p>Genuine interest in working with the local community</p> <p>Willing to undertake further training relevant to the post</p> <p>Flexibility to operate within a constantly changing environment</p> <p>Strong focus on customer care</p> <p>Drive and determination to achieve excellence</p> <p>Ability to keep calm under pressure</p> <p>Empathic to customers' needs</p>	<p>Understanding of Five Lamps mission, vision and values</p>