



Trainee Youth Worker JOB DESCRIPTION

Purpose of Job

To work with children and young people in a variety of settings including street work, youth centres, the premises of voluntary organisations and other venues, in play parks, sports grounds - developing and implementing a quality programme, which reflects North Edinburgh Youth Work Consortium priorities.

Major Tasks

Working as part of a team, major activities will include:

To assist in the delivery of appropriate programmes/learning opportunities/activities for children and young people; e.g. sports, arts & crafts, personal development etc.

To assist Youth and Children's Workers (sessional) in supporting children and young people to participate in the provision - including planning, development, decision making processes and evaluation.

To assist in the provision of a safe, secure and stimulating environment for children and young people.

To motivate and support children and young people.

To assist in the identification of local youth and children's issues and the communication of these to the Youth and Children's Worker/Organiser and Youth Worker as appropriate

All appropriate duties as requested by Youth and Children's Work Organiser/Youth and Children's Worker.

Job Activities

To listen to and engage with children and young people in a positive, supportive and challenging way.

Prepare venue for programme activities.

Provide supporting materials for programme delivery.

To share with other sessional workers any issues that arise in the delivery of the session.

Contribute to session evaluations.

Contribute to session planning.

To be a valued team member.

To be aware of and have a basic understanding of most relevant North Edinburgh Youth Work Consortium policies and current Youth & Children's work practice.

To have an understanding of the roles and responsibilities of being a Trainee Youth Worker.

To undertake induction, youth work training offered as part of continuing professional development.

To contribute to the monitoring and evaluation of youth and children's work provision.

Creativity and Innovation

The post will involve working with children and young people in partnership with a wide range of other agencies, implementing North Edinburgh Youth Work Consortium policy and best practice, monitoring and evaluation, programme planning/development/delivery, gathering local intelligence re youth and children's issues and fundraising. Much of the work requires skills to engage effectively with children and young people. This work reflects the Community Learning and Development group priorities and is underpinned by Social Inclusion, Active Citizenship and Life Long Learning themes

As part of a team, the post holder will devise, develop and implement programmes of activities, evaluations, imaginative and innovative responses to fundraising, streetwork, and collaboration with other agencies. They will be responsible for developing innovative methods of engaging children and young people in a range of activities.

Contacts and Relationships

The range of contacts will include:

Children and young people – the focus of the postholder's work
Parents and carers, giving positive feedback
Youth and Children's Worker (sessional)
Youth and Children's Worker
Centre staff, other sessional staff
Volunteers
Clerical and admin staff
Partner agencies or their representatives

Decisions (Discretion)

Assisting as part of a team, the range of decisions may include those related to following:

Programme content and associated tasks
Monitoring and evaluation
Administration

Decisions (Consequences)

Children & young people of all ability can engage positively in all programmed activities.
Children & Young people feel valued and listened to.
Children & Young people feel more confident and able to engage positively in the wider community.

Resources

The post holder has a shared responsibility for providing suitable resources and information during all sessions. Resources include arts & crafts materials, paper, books, DVDs, sports equipment, games equipment, leaflets, cash handling (up to £20) etc.

Environment – Work Demands

Trainee Youth Workers will work to the agreed programme, but will be working with children and young people as a focus of the post.

Environment – Physical

Physical effort will be a regular feature of the post, as youth work often takes the form of walks, visits to play parks and football pitches, scavenger hunts etc.

Environment – Working Conditions

Some activities will be outside but will be weather dependent. Most of the work will be based in youth centres but some trips and residentials may be included.

Environment – Work Context

The youth work role means that most of the job involves contact with children and young people, with challenging behaviour possible on occasion

Knowledge and Skills

No formal qualifications are required. However workers must be willing to work towards relevant youth work training
Must be able to demonstrate an interest in and knowledge of youth and children's work and the current issues facing children and young people.

Organisation Structure

The post will average 20 hours per week at the youth work rate of £7 per hour. The post will initially last for 40 weeks and divided into five (8 week) blocks