

**Youth Development Worker -21 hours a week (over 3 days)**

**(with a focus on harm reduction)**

Job Description and Person Specification

Salary: FTE 35 hours - £25995 qualified, £23649 unqualified

**Purpose of job:**

PYCP provides a range of open access activities for young people aged 5 to 18, as well as targeted programmes including primary to secondary transition support, employability work and alternatives to crime support. It also offers intensive, 1:1 support to young people in need.

 The Youth Development Worker will take a lead in developing and supporting PYCP’s open access youth work programme, ensuring that the organisation meets local need and the targets negotiated with funders. They will have a focus on harm reduction and this kind of approach can often address other risk taking behaviours that often occur alongside drug and alcohol use for example risky sexual activity, eating disorders, wider tobacco/ cannabis use.

The post holder will be responsible for developing an innovative programme, including holiday provision and for leading on both the consultation and evaluation of this work. They will also support sessional staff and volunteers involved in the programme.

Accountability is initially to the Project Manager, but ultimately to the Project Board of Directors.

**Main tasks:**

Particular responsibilities for the post holder will be negotiated with the Project Manager but will include:

* An element of face to face work in the open access programme will be expected, including evening work.
* Additional face to face work to make links between open access and targeted services and supporting young people through this; for example, group work programmes.
* Take a lead role in developing termly plans for open access provision with a harm reduction focus, support where required from the Project Manager, as well as ensuring that sessions are planned and prepared for in advance.
* To have direct involvement in setting up groups with a specific focus on raising awareness around risk taking behaviours such as consumption of alcohol and drug use and for example developing a toolkit, piece of art work, social media message as part of the harm reduction programme within the open access provision.
* To deliver Street work at key times when young people are likely to be out and about in the community, especially after school and during an evening/ weekend.
* Contribute to the development of the Project as a young people’s/children’s resource for the area.
* Support sessional staff and volunteers on a day to day basis.
* Co-ordinate and manage sessional and volunteer hours/ placement and cover for absence.
* Lead on consultation and evaluation alongside the Project Manager and Youth Work team regarding the youth work programme harm reduction focus, developing timescales and supporting staff to get the necessary information from stakeholders.
* Assist in the production of reports to funders, gathering quantitative and qualitative information.
* Ensure that regular information is passed on to PYCP’s social media lead so that our work can be promoted, as well as assisting with the development of newsletters and other material.
* To develop close links with the voluntary and statutory children’s work agencies in the area.
* In conjunction with the Management Team devise service delivery plans for the Project.
* Assist in fundraising for activities and services with a harm reduction focus.
* To develop with the post by expanding knowledge and skills to ensure continuous professional development and the delivery of evidence-based practice.
* To actively promote equality of opportunity in all aspects of the PYCP’s work.
* To establish and ensure high standards of work practice with the children and young people who use PYCP.
* Any other duties as specified by the Project Manager and the Board of Directors.

**Supervision received:**

Regular formal supervision will be with the Project Manager. The post holder will have autonomy on a day to day basis but will work closely with the youth work team.

All staff within PYCP will be encouraged to operate as part of a team with an emphasis on accountability, mutual support and personal development. Regular team meetings at which ongoing and ad hoc issues can be discussed.

**PERSON SPECIFICATION:**

**Education:**

A degree or diploma in Community Education, Youth Work or other relevant profession is desirable.

**Experience:**

* At least 5 years’ experience working with children and young people in a youth work setting.
* Experience of developing activities and services according to need.
* Experience of work with a harm reduction focus.
* Experience of developing and facilitating group work programmes.
* Detailed knowledge of current youth and children’s issues.
* A willingness to work flexibly to meet the needs of service users.
* The ability to prioritise work and motivate staff.
* A high level of communication and organisational skills.
* Experience in working with a harm reduction focus
* Experience and interest in working in an area of deprivation.
* Experience of working in the voluntary sector.
* An understanding of relevant policy frameworks such as “Getting it Right for Every Child”.

General Information

* Working hours may at times have to be undertaken out with normal hours i.e. evenings, weekends, and residential periods.
* There will be some handling of cash for activities, purchasing of materials and equipment etc.
* The post is subject to protection of vulnerable groups (PVG) scheme registration.
* Activities will be adapted in line with restrictions due to the COVID-19 pandemic.

Post funded for 3 years subject to continuation of funding. Staff contract will be reviewed and renewed annually (1st April)