Deputy Lead Youth Worker JD and Person Spec

Overview of Role: To support the delivery of the CBGC Youth Club Sessions and development of new provision focusing on working with the most deprived and hard to reach young people across Coventry.

Responsible to: Lead Youth Worker and General Manager

Responsible for: Sessional youth workers when lead not available.

Hours of work: To Be Discussed on Appointment

Main Duties and Responsibilities:

* To support and offer encouragement to the young people to participate in the youth work activities.
* To build relationships with the young people in order to develop informal educational opportunities.
* To undertake all tasks, required to run the youth provision, i.e. run the tuck shop, deliver the provision of activities etc.
* To support the Lead Youth Worker in delivery of sessions and to act as lead member of staff when Lead Youth Worker is unavailable
* To challenge inappropriate and oppressive behaviour such as bullying, racism and sexism.
* To assist in the planning of the youth work programme and events in consultation with young people, CBGC General Manager, and Lead Youth Worker.
* To complete and update necessary records involved with the youth work sessions.
* To work as part of a team.
* To be aware of the CBGC’s aims, organisational values and behaviours and their impact on this post.
* To carry out the duties of the post in accordance with the CBGC’s policies.
* To carry out all duties and responsibilities with reasonable care for the health and safety of you and any other persons who may be affected by your acts or omissions at work and to co-operate fully with the CBGCs in health and safety matters.
* Staff Management – Supervise, develop and lead the sessional, volunteer and student placement staff ensuring they are clear on their roles and responsibilities throughout the youth sessions.
* To lead on safeguarding within the Youth Provision if the lead not available.

Person Specification

Education, Qualifications & Training

* Minimum Level 2 Youth Qualification or equivalent
* 1-year experience of working in a youth club or youth work environment
* Valid First Aid Certificate or willing to work to one
* Valid Safeguarding and Protecting Children Qualification or willing to work to one

Knowledge & Experience

Essential:

* Able to demonstrate some relevant experience of building effective relationships with young people/in a youth work setting.
* Understanding of and commitment to equal opportunities and the ability to use this knowledge in youth work practice
* Awareness/understanding of issues that can impact on young people trough experience/practice.
* Awareness of discrimination and its impact on individuals and groups
* Knowledge of Child Protection Procedures
* Able to lead a team of staff and sessional activities in absence of Lead Youth Worker

Desirable:

* Able to demonstrate basic relevant experience of supporting a staff team.

Skills & Attributes

Essential:

* Proven ability to communicate at all levels both verbally and in writing.
* Able to lead, develop and motivate others.
* Able to develop, and motivate young people.
* Able to challenge young people’s attitudes and beliefs to promote their social and educational needs.
* Able to work/ travel to a variety of locations within the county.
* Willingness to undertake relevant professional development.

Desirable:

* Skill, hobby and/or interest that could be used in work with young people.