

Job Description

For Non-Streamlined Positions

This form is used to provide a complete description of the specific job (or role) and defines the skills, knowledge and abilities required to undertake the specific and generic role profile.

Section A: Specific Role Profile

The specific role profile provides key information relating to the salary and working conditions e.g. location of a job, along with the current focus of the job role and a brief description of the main duties.

Role Details

Job Title:	Youth Worker	JEID	
Salary Grade:	JNC Professional range pts 19 – 22 (£30,364 - £33,039)		
Team:	Targeted Youth Support (TYS)		
Service Area:	Children and Families Business Unit		
Primary Location:	Nuneaton / Leamington		
Political Restriction	This position is not politically restricted.		
Responsible to:	TYS Senior Youth Worker		
Responsible for:	Part time Youth Workers		

Role Purpose

- To deliver a variety of targeted youth work programmes and approaches with young people.
- In partnership with the voluntary and community sector within Warwickshire to design, develop and deliver challenging approaches to meet the needs of young people, especially those as identified as Service priorities.

Role Responsibilities

- To support the voluntary and community sector to initiate, deliver and monitor youth work programmes and approaches to young people including sustainable weekly youth work provision.
- Be involved in direct delivery of work with young people in an average minimum of 7 sessions per week
- Ensure joined up approaches across agencies working with those young people.
- To support the voluntary and community sector to develop and build on its capacity to deliver high quality youth work programmes and approaches.
- Develop programmes of individual and group work to meet needs of young people.
- Act as a role model to young people, colleagues and organisations looking to develop opportunities for young people.

Section B: Person Specification

The person specification provides a list of essential and desirable criteria (skills and competencies) that a candidate should have in order to perform the job.

Each of the criteria listed below will be measured through; the application form (A), a test / exercise (T), an interview (I), a presentation (P) or documentation (D).

Essential Criteria

Assessed By:

<ul style="list-style-type: none"> Professional qualification in youth work or currently undertaking professional youth work qualification. 	D
<ul style="list-style-type: none"> The ability to develop positive and challenging working relationships with young people, including those identified as vulnerable. 	I
<ul style="list-style-type: none"> The ability to work within policy and practice guidance, using professional discretion over a broad area of activity. 	I
<ul style="list-style-type: none"> The ability to work under pressure including meeting unpredictable deadlines and expectations with the work with young people. 	I
<ul style="list-style-type: none"> The ability to empower parents of service users to make decisions and recommendations to improve the families circumstances and outcomes for their children. 	I
<ul style="list-style-type: none"> Demonstrates ongoing learning and personal development in work with young people and related practice 	I
<ul style="list-style-type: none"> Demonstrates agile working 	I
<ul style="list-style-type: none"> Experience of developing and delivering a variety of different youth work approaches in different settings 	I
<ul style="list-style-type: none"> The ability to embed a co-production approach with the voluntary and community sector, to initiate, develop and monitor youth work provision for young people 	I
<ul style="list-style-type: none"> Knowledge of the Early Help process and role of lead professional 	I
<ul style="list-style-type: none"> Ability to work well with colleagues, including managers and members of the voluntary and community sector, as a member of a team. 	D
<ul style="list-style-type: none"> Mobility essential. Able bodied applicants able to drive, have a driving licence and be a car owner. Disabled applicants should be able to perform the job with aid, where necessary. 	I/D
<ul style="list-style-type: none"> Ability to work unsocial hours including evenings and weekends and undertake residential experiences 	I
<ul style="list-style-type: none"> Ability to communicate fluently, in writing, through presentations and verbally, with a wide range of people, including senior managers 	I/D

Desirable Criteria

Assessed By:

<ul style="list-style-type: none"> Educated to degree level 	D
<ul style="list-style-type: none"> Ability to drive larger passenger vehicles eg. Minibus and have passed a local authority minibus test 	I

Section C: Working Conditions

The working conditions relate to those non-contractual elements of the job that may impact on the holder of the position, as well as those workplace-based responsibilities that are part of this job. These are not contractual but provide a guide to the working conditions and the potential hazards and risks that may be faced.

Health & Safety at Work

To take responsibility for your own health, safety and wellbeing, and undertake health and safety duties and responsibilities for your role as specified within Warwickshire County Councils Health and Safety Policy, and all other relevant health and safety policies, arrangements, procedures, systems of work as specified for the post/ role.

Potential Hazards & Risks

The potential significant hazard(s) and risk(s) for this job are identified below (those ticked). The purpose of recording this information on the job description is so that the health status of the potential and actual post-holders can be assessed with regard to the significant hazards and risks. These hazards and risks should be based on the appropriate activity, process and/or operation risk assessment whereby all of the significant risks are identified, recorded and appropriately controlled. The list below is therefore not an exhaustive list because it is the risk assessment that details all significant risks that could arise out of or in connection with the work activity, but any others will be identified in the 'other' section.

<input type="checkbox"/> Provision of personal care on a regular basis	<input type="checkbox"/> Driving HGV or LGV for work
<input type="checkbox"/> Regular manual handling (which includes assisting, manoeuvring, pushing and pulling) of people (including pupils) or objects	<input type="checkbox"/> Any other frequent driving or prolonged driving at work activities (e.g. long journeys driving own private vehicle or WCC vehicle for work purposes)
<input type="checkbox"/> Working at height/ using ladders on a regular/ repetitive basis	<input type="checkbox"/> Restricted postural change – prolonged sitting
<input type="checkbox"/> Lone working on a regular basis <input checked="" type="checkbox"/>	<input type="checkbox"/> Restricted postural change – prolonged standing
<input type="checkbox"/> Evening /Night work <input checked="" type="checkbox"/>	<input type="checkbox"/> Regular/repetitive bending/ squatting/ kneeling/crouching
<input type="checkbox"/> Rotating shift work	<input type="checkbox"/> Manual cleaning/ domestic duties
<input type="checkbox"/> Working on/ or near a road <input checked="" type="checkbox"/>	<input type="checkbox"/> Regular work outdoors
<input type="checkbox"/> Significant use of computers (display screen equipment)	<input checked="" type="checkbox"/> Work with vulnerable children or vulnerable adults
<input type="checkbox"/> Undertaking repetitive tasks	<input checked="" type="checkbox"/> Working with challenging behaviours
<input type="checkbox"/> Continual telephone use (call centres)	<input type="checkbox"/> Regular work with skin irritants/ allergens
<input type="checkbox"/> Work requiring hearing protection (exposure to noise above action levels)	<input type="checkbox"/> Regular work with respiratory irritants/ allergens (exposure to dust, fumes, chemicals, fibres)

<input type="checkbox"/> Work requiring respirators or masks	<input type="checkbox"/> Work with vibrating tools/ machinery
<input type="checkbox"/> Work involving food handling <input checked="" type="checkbox"/>	<input type="checkbox"/> Work with waste, refuse
<input type="checkbox"/> Potential exposure to blood or bodily fluids	<input checked="" type="checkbox"/> Face-to-face contact with members of the public
<input type="checkbox"/> Other (please specify):	