

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:	Part-Time Assistant Youth Worker	JEID	
Salary Grade:	JNC 5-7 £23,496 - £24121 pro rata (5.5hrs per week)		
Team:	Targeted Youth Support		
Service Area:	Youth Service		
Primary Location:	Lillington Youth Centre		
Political Restriction	This position is not politically restricted.		
Responsible to:	Worker in Charge		
Responsible for:	Assisting the delivery of youth work at Lillington Youth Centre on Monday & Tuesday evening		

Role Purpose

Lillington Youth Centre is situated in North Leamington and runs a variety of youth projects in the daytime and evening. Our aims are to support young people and provide a wide range of activities that both educate and stimulate.

The job role will assist in the development and delivery of youth work with young people predominantly in the age group 11 – 18 following the principles of Warwickshire County Council.

Role Responsibilities

- ✓ Working directly with young people to facilitate their transition to adulthood through informal education programmes
- ✓ To develop positive relationships with young people at the centre
- ✓ To encourage young people's participation and empowerment and develop ownership of the centre.
- ✓ Following good Equal Opportunities Practice by promoting positive images of disadvantaged groups and challenging stereotypical roles and prejudices. Development of strategies for equality of access to youth work provision.
- ✓ To work with other youth workers as part of a team to establish and maintain the youth work programme at the Centre.
- ✓ To deliver outreach youth work in the Lillington area when needed.
- ✓ To support the Worker in Charge youth worker in the delivery of issue based work in small groups or one to one with young people that are edge of care.

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:

The ability to develop positive and challenging working relationships with young people, including those identified as vulnerable	I
The ability to work within policy and practice guidance, using professional discretion over a broad area of activity	I
The ability to work under pressure and meet expectations of young people	I
The ability to empower parents of service users to make decisions and recommendations to improve the families circumstances and outcomes for their children	I
Demonstrates ongoing learning a personal development in work with young people and related practice	I
Experience of developing and delivering a variety of different youth work approaches in different settings	I
Ability to work well with colleagues, including managers, as a member of a team	I
Ability to work unsocial hours including evenings	I

Desirable Criteria

Assessed By:

Experience of working with young people in a youth work setting	D
Professional qualification in youth work or currently undertaking professional youth work qualification	D

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 type="checkbox"/> Restricted postural change – prolonged standing
<input type="checkbox"/> Night work	<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 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 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):	