



Supply Youth & Community Support Worker – Job Description

This job is for supply within 3 different projects

Our Youth Sessions aim to support Children and Young People to socialise and express themselves in a safe space and accesses a range of opportunities and experiences irrelevant of their background or socioeconomic situation. While adhering to high standards of Safeguarding in line with UK Legislation.

Community Sparks Project is an inclusive group, providing an opportunity for adults with support needs to take part in creative and social activities who meet twice weekly offering positive opportunities, make friends and help people grow socially.

The Community Café currently takes place once a week in a pay as you feel format. Giving attendees a safe relaxed environment to meet others. There is also a community food project within this where attendees can both access and donate items. It also provides a multiagency drop in for all who wish to attend with various services available to discuss and support a wide range of issues.

Main purpose of the job:

- The main purpose of the job is to assist in the delivery of a programme of activities and services for Young People aged 8-25years, Community café and food Project attendees and Community Sparks members.
- To work directly with Young People in a way that encourages personal development and considers the needs and aspirations of the Young People
- To provide a welcoming, supportive enabling environment for all that access our services.

Core responsibilities, tasks and duties

- To work directly with people in a non-judgemental way
- Adhere to Door 84's high standards of Safeguarding in line with Legislation.
- To relate well to, and build positive relationships with the young people and community members
- To understand and assess the needs of young people and community members and then make considered responses to those identified needs.
- To collaborate with team members to plan, deliver and then evaluate youth and community work activities, and contribute to staff meetings and training programmes as planned

- To further own personal learning and professional development in order to best respond to the needs of young people and community members
- To contribute to the team's recordings on the management information system after each session
- To work to the policies and procedures of Door 84.
- Help promote and market Door 84
- Attend Events and Fundraisers and help organise them

Creativity and innovation

A high level of listening skills, creativity and innovation is required in order to best respond to the varied needs of groups and individuals. On-going reflection and evaluation with colleagues is a necessity, as well as the ability to respond flexibly and change approach according to the needs of the young people.

Contacts and relationships

Internal: Working within a developing team which may also include volunteers. At meetings and conferences contact with other workers will be made.

External: Our work can take place in a wide range of community and school settings public areas during events and contact will be made as needed with other services, elected members and members of the public. Support and direction will be provided.

Decisions – discretion & consequences

Youth & Community Support Workers contribute to team plans and decisions made on work undertaken with young people. The decisions made will influence the service plans as well as directly affect the opportunities available to local young people.

Work Environment

Work demands

The post holder will need to work to appropriate deadlines, be flexible and available to work evenings and occasional weekends. Youth and Community work by its nature is often unplanned as it responds to the life events and changing needs of groups and individuals. The post holder will need to manage a number of conflicting interests and frequently need to develop skills in multi-tasking and prioritising.

Physical demands

There are no prescribed levels of physical fitness required for the post and workers with disabilities are encouraged to apply. As part of the key task of building relationships Youth and Community Support Workers need to share appropriate experiences with young people where they are able to do so e.g., joining in a game of rounders, or taking part in an organised bike ride.

Working conditions

Youth and Community work takes place where young people are – both physically as well as emotionally. This means that though Youth & Community Support Workers will be based in Door 84 but may be required to make contact or work:

- On the streets
- In parks / open spaces / public
- In recreation centres
- On school / community premises
- And in other locations where young people and community groups meet

Safety at work

All workers are required to work safely in accordance with Door 84's policies and procedures in order to minimise risks of harm, abuse or allegation towards young people or workers.

Due to the nature of this role all applicants must be willing to undergo an Enhanced DBS check and be able to provide suitable references.

KNOWLEDGE & SKILLS

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<p><i>Knowledge and Skills</i></p> <p>The needs of young people</p> <p>The needs of adults with additional needs</p> <p>Mental health and well-being needs</p> <p>An ability to set clear objectives, performance indicators and timetables for achievement</p> <p>Target setting</p> <p>Communication and presentation skills (written and oral)</p> <p>Preparation of written reports</p> <p>Budgetary monitoring</p> <p>Working with community representatives</p> <p>Negotiating skills</p> <p>Knowledge of schools</p> <p>Knowledge of community setting</p> <p>Knowledge of Managing Challenging behaviour</p> <p>Knowledge of Door 84 and services for Young People</p> <p>Knowledge supporting people with LD</p> <p>The ability to build and maintain positive relationships with young people and community members</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>
<p><i>Education/Training/Qualifications</i></p> <p>A qualification and training around the area of working with Children, Young People and the Community – e.g. JNC recognised Youth/Community Work, Health and Social Care, Children, Young People and Families, Coaching and Mentoring, Sports/Fitness qualifications, Playworker qualification,</p> <p>Willing to complete training</p>	<p>✓</p>	<p>✓</p>
<p><i>Experience</i></p> <p>Working on your own initiative</p> <p>Inter-agency collaboration</p> <p>Work as part of a team</p>	<p>✓</p> <p>✓</p> <p>✓</p>	
<p><i>Special Requirements</i></p> <p>To work in a way that encourages young people and community members to take an active part in the decision-making process</p> <p>Demonstrate positive attitudes and values towards others in the community</p> <p>Car user</p> <p>Work in a way that is anti-oppressive and non-discriminatory</p>	<p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p>

E = Essential criteria necessary for the job to be done

D = desirable criteria can help the job to be done more effectively (ticked as appropriate)