

MISSION STATEMENT; " To assist all young people in reaching their full potential, by offering Christian love through Sport, Creative Activity and Adventure, in a caring, accepting, safe environment - sharing enthusiasm and building respect and self-esteem through relationships."

JOB DESCRIPTION (Part Time Worker)

TITLE: Youth Development Worker (p/t)

RESPONSIBLE TO: Youth Development Coordinator/Manager

MAIN PURPOSE: Youth Development Workers support local youth clubs and groups across Northamptonshire delivering varied and engaging activities to meet the needs of young people. They are supported by a Youth Development Coordinator to plan and record their work.

DUTIES AND RESPONSIBILITIES:

- To visit NAYC affiliated youth clubs/groups:
 - ✓ Plan and deliver fun and engaging activities with young people ages 8-18.
 - ✓ Run activity sessions usually up to 1.5 hours in youth settings that run after school and evening times during the week.
 - ✓ Make use of the NAYC's Games Pack, including Games, Sports, Craft and other equipment
 - ✓ Liaise visits with youth group/club leadership
 - ✓ Lead the volunteers allocated to the session
 - ✓ Upload pictures and comments from visits on social media
 - ✓ Complete the visit reports
- Encourage and support group leaders, promoting NAYC activities & services and how to access them.
- Support other areas of NAYC's work, including Community events, NAYC young leaders programme, and Volunteer training.
- Participate in any Training required for the role.
- Provide a means of contact in an emergency, or if plans are changed.
- Complete a regular timesheet to be authorised for payroll.
- Maintain communication with your Coordinator/Manager
- Attend Youth Development Team meetings if and when required.

As an inter-denominational Christian based organisation, all staff are employed on the understanding that they have an empathy with and commitment to our Christian ethos and values

PERSON SPECIFICATION

Personal Qualities, Skills and Attributes

Essential

- Active interest in children and young people
- Leadership qualities with practical support skills
- Relate to and communicate well with people of different ages and levels of authority
- A self-starter with ability to work to set deadlines and achieve them
- Reliable with good timekeeping
- A team builder who can work well with others and contribute to the wider organisation.
- Non-judgmental person who demonstrates awareness and understanding of equal opportunities

Desirable

- Experience of handling challenging behaviour

Job Specific Skills and Attributes

Essential

- Appropriate level of education and qualification suitable for the post
- Ability to plan and demonstrate delivery of inclusive and engaging activities with groups of young people aged 8-18
- Experience of working with children and young people
- Understanding the Safeguarding of children
- Ability to self-manage and show initiative, without direct supervision
- Ability to travel to different locations, without the use of public transport
- Proficient with MS Office applications and writing reports

Desirable

- Level 3 qualification in youthwork, leisure or education
- Experience of planning personal development programmes
- Experience of delivering training
- Having a working knowledge and understanding of issues facing youth leaders and young people.
- Experience of working as a youth group leader/volunteer
- Trained in Safeguarding and First Aid
- A clean driving licence

This Job Description and Person specification is current and correct from 1st December 2022 and is subject to review.