

## Job Description



**Job Title:** Sessional Youth Worker (Dover)

**Responsible to:** Lead Youth Worker

**Grade:** £8.21 per hour

**Location:** Various locations within the Dover district

**Hours:** A range of late afternoon and evening sessions available (occasional weekend work)

### Background and Job Purpose:

#### **“Changing the lives of young people”**

Pie Factory Music is a music and creative arts charity based in Ramsgate offering free, high-quality music opportunities to young people between the ages of 8-25 in the districts of Thanet and Dover. We believe the creative arts are a superb tool for creativity, motivation, inclusion and self-confidence. Since our inception in 2002, we have developed a significant track record for supporting children and young people through creative projects, especially those facing challenging circumstances (such as those in care, young people with disabilities and those who face emotional and social difficulties); filled over 137,000 workshop spaces; and secured over £3.5 million in funding.

In recent years we have been awarded two district-wide youth service contracts for Thanet and Dover by Kent County Council.

The role of Sessional Youth Worker will involve delivering a range of centre and street-based sessions, working with and supporting young people whilst they engage in positive activities. It will include designing, planning, delivering, and evaluating activities. Keeping records and monitoring paperwork will also be required.

### Key Responsibilities

- To engage with young people attending the sessions and build up positive, professional relationships in order to create a fun and safe environment where young people can socialise and learn.
- To be aware of local support agencies for young people and to make referrals and signpost them when relevant.
- Design, plan, deliver, and evaluate activities.
- Ensure all Child Protection and Safeguarding policies and procedures are enforced and followed.
- Ensure all Health & Safety policies and procedures are enforced and followed.
- Support young people to gain new skills and increase their confidence and self-esteem.
- Ensure all paperwork for the session is completed including other monitoring requirements.
- To attend mandatory training which includes but is not limited to; Basic Youth Work training, First Aid and Safeguarding training.

- To attend and contribute to regular planning, debriefing and review meetings.
- To work with young people to achieve accredited learning outcomes.
- Any other duties, which may reasonably be required by the Pie Factory Music management team.

This job description is provided to assist the post holder to know their principal duties. It may be amended from time to time in consultation with you without change to the level of responsibility appropriate to the grading of the post.

### Person Specification

The person specification is a picture of skills, knowledge, experience and attributes required to carry out the job. It has been used to draw up the advert and will also be used in the short-listing and interview process for this post.

You should demonstrate on your application form how you meet the following essential criteria.

### Person Specification

	Essential	Desirable
<b>Qualifications</b>	Experience of working with young people	Qualification in Youth Work
<b>Skills and Experience</b>	<p>Excellent interpersonal and communication skills with young people and staff</p> <p>Ability to work as part of a team to an agreed action plan</p> <p>Ability to support, motivate and encourage challenging young people</p> <p>Ability to handle sensitive issues with tact and diplomacy</p> <p>Ability to develop and hold professional and positive boundaries with young people</p> <p>Good standard of ICT skills</p>	<p>Experience of designing and delivering sessions and activities</p> <p>Interest in and appreciation for the role of creative arts in youth work</p>

		<p>Experience and skill in creative arts</p> <p>Own vehicle and full UK driving license</p>
<b>Knowledge</b>	<p>Knowledge and understanding of social issues in the Dover area</p> <p>An understanding of the needs of children and young people in challenging circumstances</p> <p>An understanding of the importance of Safeguarding and Data Protection</p>	
<b>Attributes</b>	<p>A commitment to equal opportunities</p> <p>An interest in issues concerning the welfare and rights of young people</p> <p>To be available to work flexible hours</p> <p>To be able to work outdoors and participate in street-based work</p> <p>To be creative, proactive, able to use initiative and make sound judgments</p> <p>To be able to work effectively as part of a team</p> <p>An ability to remain calm and maintain a positive outlook whilst working under pressure</p>	

This post is subject to an Enhanced Disclosure Application to the Disclosure and Barring Service.