

**SESSIONAL YOUTH WORKER  
JOB DESCRIPTION**



**TITLE:** Sessional Youth Worker

**RESPONSIBLE TO:** Lead Project Officer

**RESPONSIBLE FOR:** none

**JOB SUMMARY:** Working alongside Trust staff to engage young people in positive and educational projects within youth clubs, schools and detached programmes

**LOCATION:** Across Central Bedfordshire and Bedford.

**MAIN DUTIES AND RESPONSIBILITIES:**

1. Assist the delivery of youth sessions within a number of settings (including community settings and detached work) delivering an innovative, high quality range of activities and support to young people considering their individual needs.
2. Encourage and enable young people to participate in a range of opportunities and to support them in their personal and social development.
3. Contribute to the development of opportunities for youth participation by involving young people in decision-making processes whereby individuals and groups take on responsibilities for themselves and others in their project and the wider community.
4. Ensure compliance with Trust policies, and with insurance and statutory requirements, particularly health and safety, the Children Act 1989 and equal opportunities.
5. Attend occasional team meetings and regular supervision with line manager.
6. Ensure that all time sheets and other necessary documents are completed accurately and on time
7. Undertake training and development as agreed with line manager.
8. To actively promote a positive image of the project and represent it as required.
9. Be a positive force within the staff team taking personal responsibility for ensuring good morale and positive work relations.

**FURTHER INFORMATION:**

Due to the nature of the job an enhanced DBS check will be required before a job offer can be confirmed.

## SESSIONAL YOUTH WORKER

### PERSON SPECIFICATION



	ESSENTIAL	DESIRABLE	EVIDENCE
<b>Qualifications</b>		<ul style="list-style-type: none"> <li>• A valid driving license</li> <li>• First aid training certificate</li> <li>• Youth work qualification</li> </ul>	AF AF AF
<b>Experience</b>		<ul style="list-style-type: none"> <li>• Prior experience of working with young people, especially in a youth club setting</li> </ul>	AF/ Interview
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Effective communication and social skills with people at all levels</li> <li>• To work on own initiative and as part of a team</li> <li>• Tact and diplomacy</li> <li>• Flexibility – to adapt to changing circumstances</li> </ul>		AF/ Interview AF/ Interview AF/ Interview AF/ Interview
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Positive, enthusiastic, friendly and approachable</li> <li>• Creative, with an ability to empathise</li> <li>• Punctual, dependable and organised</li> <li>• Well presented</li> </ul>		AF/ Interview AF/ Interview AF/ Interview AF/ Interview
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Understanding and interest in current community and environmental issues</li> </ul>		AF/ Interview
<b>Other</b>	<ul style="list-style-type: none"> <li>• Willingness to work flexible hours</li> <li>• Happy to work outdoors</li> </ul>	<ul style="list-style-type: none"> <li>• Valid DBS certificate (part of the update service)</li> </ul>	AF