

Job Title: Senior Youth Engagement Officer - Changing Trax

Salary Band: £21,638-24,342 (Pro-rata) Contract: 1 year (with potential to extend)

Location: Across Coventry

Hours of Work: Flexible contract offers

Full time (40 hours per week), Part-time (20-25 hours per week), 6-8 hours per week (Thursday evenings session 6-8pm, one other evening, flexible planning and evaluation time per week)

Deadline for applications: 27th September 5pm

To apply please send a cover letter and CV to info@positiveyouthfoundation.org

Job Purpose:

We are looking to recruit dynamic, passionate and committed youth worker(s) to join our dedicated team at Positive Youth Foundation. We are recruiting to our 'Changing Trax' strand designed to raise the aspirations, employability and creative skills of young people across Coventry.

PYF is an organisation that supports young people to reach their potential and lead fulfilling lives by building secure and positive relationships with them based on their individual unique needs. We offer young people safe spaces to express themselves with creative courses, youth clubs and practical advice and support.

We are looking for experienced youth worker(s) who will lead 'Changing Trax' delivery, a targeted accredited project at venues across Coventry. The programmes will be targeted at young people who are outside of mainstream provision or identified to be in need of support services due to living in challenging circumstances.

You will have experience of leading and planning youth activities. It is desirable that you have had some experience of leading others (whether that's staff or volunteers) and will be expected to plan, deliver and evaluate sessions, whilst also being able to work as part of a team. You will be supporting young people from diverse backgrounds. You will have a good knowledge of barriers that young people face in accessing positive activities and will be able to support young people in accessing appropriate support.

New programmes in the pipeline include: a daytime creative training offer for young people in alternative education settings. An ambitious youth-voice initiative working in collaboration with the City of Culture evaluation team. An R&D piece of work regarding Art Therapies in youth work settings, and a season of youth led events.

Main Duties and Responsibilities:

1. To directly deliver a range of creative youth work programmes ensuring that they run smoothly and safely, in particular with young people who may have challenging lifestyle circumstances.

2. To motivate and encourage participants to take part in activity sessions, volunteering, training and education.
3. To plan and prepare for sessions both individually and as part of a team
4. To ensure satisfactory levels of health and safety at sessions in accordance with PYF procedures
5. To build and maintain healthy relationships with young people.
6. To possess the right commitment and skills to be able to involve young people in decisions that directly affect them.
7. To be fully aware of, and understand emergency procedures at session venues and then be able to deal with emergencies quickly and efficiently.
8. To confidently communicate verbally with participant groups, parents/guardians and partner agencies
9. To keep the PYF management team regularly informed on progress, problems and incidents at sessions, either in person or by telephone.
10. To maintain a professional appearance by wearing uniform and carrying an ID badge at all times having a positive presence at all sessions
11. To carry out all duties of the job with due regard to PYF's Equal Opportunities Policy

All duties and responsibilities must be carried out with due regard to PYF's Policies and Procedures.

Person Specification

Area	Description
Knowledge:	<ul style="list-style-type: none"> • Knowledge and understanding of equal opportunities and its practical application, in particular to young people with challenging circumstances. • Knowledge and awareness of issues surrounding safeguarding children, in particular within a targeted youth work setting • Knowledge of how to deliver a safe and engaging programme of positive activity for disengaged learners • Knowledge of how the PYF approach to supporting young people is relevant and credible • Desirable knowledge of creative programme engagement methods
Skills and Abilities:	<ul style="list-style-type: none"> * To accurately record information in writing. * Verbal communication and listening skills, in particular with vulnerable young people * Ability to engage with a variety of target groups including young people, partner agencies and colleagues * Ability to plan activities at a team level, motivating staff and volunteers to deliver high quality provision * Ability to respond effectively and quickly to emergencies. * Ability to work within and contribute towards a team approach * Ability to motivate participants to take part in positive activity * To be punctual and reliable when delivering sessions * To be able to consult and involve young people and relevant partners to get their feedback and thoughts which will help them to be involved decisions. * Desirable to have creative skills, abilities or interests which could support the creative youth sessions – but not critical.
Experience:	At least two years paid experience of delivering targeted youth-based interventions.
Educational:	Open for discussion

Safeguarding

PYF puts safeguarding at the forefront of all its activities. The successful applicant will demonstrate their firm commitment to effective safeguarding practises and high professional standards around all safeguarding issues. An enhanced DBS check is required for this role.

Equal Opportunities

PYF are fully committed to the fair treatment of its staff, potential staff or users of its services, regardless of race, gender, religion, sexual orientation, responsibilities for dependants, age, physical/mental disability or offending background. We actively promote equality of opportunity for all with the right mix of talent, skills and potential and welcome applications from a wide range of candidates, including those with criminal records.