



YOUNG PEOPLE'S VOICE AT THE HEART OF
EVERYTHING WE DO

Positive Activities Youth Worker

Young People's Supported Accommodation

JOB DESCRIPTION

Job Title: Positive Activities Youth Worker

Salary: £12.50 an hour

Department: CYP

Reports to: Young Person's Supported Accommodation Manager

Hours of work: 6 hours each day on Saturdays and Sundays

Oxfordshire Youth and Response have a bold new vision for the Young People's Supported Accommodation in Oxfordshire, a brand new service model combining the power of youth work with safe and quality homes; where young people, aged between 18 and 24, are supported to develop healthy and positive bonds with their housemates and communities.

Job Purpose

The Positive Activities Youth Worker will play an essential role within this new ground-breaking service in Oxfordshire. You **will passionately believe in the potential of all young people** to achieve their goals and provide positive activities which motivate, inspire and engage young people living in supported accommodation. For these young people, the weekends can be a time of uncertainty, lack of structure and support, which can lead to engaging in risky activity. Your job will be to organise and deliver a group activity that appeals to young people and encourages them to build on their strengths and strengthen relationships with their housemates. Young people will be based in Witney, Bicester, Banbury, Oxford City, Didcot and Abingdon.

Youth work approaches will be adopted by the whole YPSA team which means;

1. Youth workers listen to, and are led by, the needs, ambitions and assets of the young person
2. Youth Workers advocate for and champion young people's ability to learn the skills needed to transition into adulthood, happy, positive and healthy.
3. Being above all else, a reliable, **consistent** and aspirational role model for these young people. Youth Workers will exercise clear and professional boundaries in the same way to every young person. This creates safety, respect and trust and is paramount to success.

All Youth Workers will receive high quality training, such as Trauma-Informed Care, Psychologically Informed Environments and Professional Boundaries Training to ensure they feel confident and motivated to deliver inspirational youth work.

Key Responsibilities and Main Duties

The Positive Activities Youth Worker will:

1. Deliver, or support young people to access existing activities such as; cooking, sports, fitness, creative arts, and other life skills.
2. Prioritise working alongside the young people in the creative planning of activities. Providing a clear structure and all necessary support for young people to make healthy and positive choices on the weekend.
3. Create and share a risk assessment of each activity ensuring that the YPSA Managers have signed off activity prior to delivery.
4. Celebrate the achievements of young people's efforts in attending and committing to positive activities on the weekend and providing written feedback at the end of each session.
5. Provide activities which will enable young people to feel empowered in the following areas of their lives; Emotional, Mental and Physical Health, Group relationships,
6. Deliver consistent boundaries and expectation to young people to ensure a feeling of safety, trust and fairness.
7. Share with relevant stakeholders up to date information that is relevant to risk assessments ensuring the safety of young people is at the forefront of your work with them.
8. Proper record keeping, including reporting safeguarding concerns, incidents and complaints and accolades are maintained.

9. Complete and return all required information in relation to staff terms and conditions, pay and sickness as outlined in Oxfordshire Youth policy.

General

The Positive Activities Youth Worker will:

- Be accountable for their own actions and personal and professional development and attend monthly meetings with the YPSA Manager to share ideas, reflections and suggestions for improvements.
- Safeguard and promote the rights, safety and welfare of people using the service.
- Follow and adhere to all company policies and procedures.
- Attend all mandatory training required to complete and maintain their role, ensuring they keep up-to-date with changes to specific laws and legislation that are relevant to their role.
- Comply with all Health and Safety measures to keep young people, colleagues and themselves safe by conducting regular checks within all areas and departments as required.
- Represent the company in a professional and appropriate manner at all times by considering punctuality, personal appearance and boundaries, including diversity and equality of opportunities.
- Please note this list is not exhaustive and you will be required to complete tasks that ensure the needs of the service and the business are met at all times.

This job description is subject to amendment following discussion with the post holder.

August 2020

PERSON SPECIFICATION

Positive Activities Youth Worker

Requirements	Essential	Desirable
Educational Attainment	<p>Similar experience in a Youth Worker, Support Worker role for a minimum of 3 years.</p> <p>Minimum of a Level 3 in Youth Work <i>or currently working towards one (Oxfordshire Youth can also assist in helping you obtain this qualification)</i></p> <p>Full UK driving licence with access to own vehicle</p>	<p>Vocational qualification(s) in related fields including sports, mental health, children's and young people's social care, youth and community development</p>
	<p>A minimum of 2 years' experience working directly with vulnerable Children & Young People</p> <p>Safeguarding Training</p> <p>An understanding of mental health issues affecting Young People</p>	<p>Mental Health First Aid</p>
Experience	<p>Proven track record in delivering similar services</p> <p>Knowledge and Understanding of risk assessments and safety plans for young people and how to plan activities in line with these key documents</p> <p>Experience of working effectively in a team</p>	<p>Not for profit sector experience</p> <p>Ability to work with community organisations, children, young people including responding to concerns and complaints</p>

<p>Skills & Aptitudes</p>	<ul style="list-style-type: none"> • Work well under pressure and prioritise effectively, working to tight deadlines and targets • Strong planning and organisational skills • Excellent people management skills • Ability to work well as part of a team • Be able to demonstrate an ability to work with colleagues from external agencies both voluntary and statutory • Excellent communication skills • Ability to assess and manage risk • Able to solve problems and think creatively • Able to motivate and support young people to engage in positive activity 	<p>Understanding of Supported Accommodation structures and processes in relation to mental health (including commissioning)</p> <p>Experiencing managing safeguarding disclosures and following safeguarding protocols</p>
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<p>Personal Qualities</p>	<ul style="list-style-type: none"> • Consistency in behaviour • Reliability, you do what you say you will do and under promise and over deliver • Self-care, you look after your own physical, emotional and mental health • Courageous communicator, you are open, clear and considered when raising reflections, insights and challenges • Take accountability for the quality of your work and responsibility for maintaining and improving your knowledge and skills • A commitment to the social ethos of the charity and an ability to relate to Young People • Work to Oxfordshire Youth’s vision, mission and values • Proficiency in Microsoft Office (Word, Excel, Outlook) 	
<p>Circumstances e.g. driving licence, Shift working etc.</p>	<p>Full UK driving license and car owner</p> <p>Flexible on working hours</p>	