

# Senior Youth and Community Worker - Teesdale

## Job Description

<b>Job Title:</b>	Senior Youth and Community Worker
<b>Contract Type:</b>	Permanent
<b>Hours:</b>	20 hours per week, working evenings and some weekends
<b>Hourly rate of pay:</b>	£14.74 per hour (& Benefits)
<b>Responsible to:</b>	Youth and Community Manager
<b>Responsible for:</b>	Youth and Community Worker, Volunteers Teesdale
<b>Location:</b>	YMCA Community Cafe, Lipscomb Hall, Cockfield, DL13 5DA (and outreach locations)

### Organisational Context:

YMCA North Tyneside is a Voluntary Sector Organisation undertaking youth and community programme work in areas of North Tyneside, Teesdale and RAF Leeming. We are part of the worldwide YMCA movement, which started in London in 1844 has grown to become the world's largest and oldest youth movement. Now, more than 175 years later, YMCA is operating in 119 countries, with 64 million people reached annually around the world. Guided by our Christian values, we believe everyone has potential, and we serve our communities so that all can hope, belong, contribute and thrive.

### Job Purpose:

The Senior Youth & Community Worker leads the delivery of inclusive programmes in Teesdale, ensuring young people belong, contribute, and thrive. This role balances traditional youth work with holistic, "whole person" programming. The post-holder ensures Youth Voice informs and shapes services. As a steward of the YMCA mission, the worker utilises the mobile bus to reach rural communities, ensuring all projects align with organisational strategy.

### Main Duties & Responsibilities:

#### Youth and Community Delivery:

- Coordinator and deliver a varied and inclusive programme of youth & community activities, including face-to-face, street-based, centre-based, school-based and digital work.



- Support and deliver against YMCA Mobile Offer, including but not limited to driving the mobile van to various locations across the region to ensure rural accessibility
- Work under the direction of the Youth & Community Manager to implement services aligned with the organisation's vision and local needs.
- Use a creative, innovative approach to keep delivery fresh, relevant and engaging, ensuring activities and services that are designed to foster resilience, participation and well-being operating in a "whole person", person centred approach.
- Establish contact and maintain positive and professional relationships with young people and their families through a youth and community work approach. To initiate a dialogue with communities that will lead to a greater understanding of needs and uptake of existing services.
- Champion the voices of beneficiaries, ensuring they influence programme design and delivery
- Ensure all activities are delivered in line with safeguarding, health and safety, and organisational procedures
- Maintain accurate records of attendance/social impact and outcomes to support funding requirements
- Ensure any and all relevant administration (such as session plans and risk assessments) is completed to a high standard in support of the smooth running of our delivery.
- Support the drafting and submission of smaller funding bids and project reports under the direction and oversight of the Youth & Community Manager or Head of Community

### **Community Engagement & Promotion:**

- Act as a key contact for youth and community work in Teesdale
- Work alongside YMCA Marketing and Communications team to promote local programmes and ensure accessible, up-to-date information reaches young people, families and the community
- Contribute to community events and initiatives to raise awareness of our services
- Build positive relationships with schools, partner agencies, local groups, and other stakeholders with support from the Youth and Community Manager
- Attend local meetings or forums as required to share information and represent YMCA Teesdale, part of YMCA North Tyneside as directed by the Youth and Community Manager

### **Team Support:**

- As directed by Youth and Community Manager, provide day-to-day guidance to small team of youth and community workers and volunteers including, but not limited to rota coordination for Teesdale services
- Support the Youth and Community Manager to create a positive, collaborative culture where team members feel valued and supported

### **Overall Responsibilities:**

- Uphold YMCA North Tyneside's values in all work
- Respond flexibly to emerging needs and help with wider organisational priorities when appropriate, including weekend and evening working
- Maintain confidentiality and ensure compliance with data protection and safeguarding legislation



## **General:**

It is in the nature of the work at YMCA North Tyneside that tasks and responsibilities are in many circumstances unpredictable and varied, therefore, this job description is not an exhaustive list of duties and responsibilities but is intended to reflect a range of duties the post-holder will perform in line with their remuneration. The job description will be reviewed regularly and may be changed in the light of experience and in consultation with the post-holder.

This role will involve liaison with senior management, CEO and the board of trustees to review and assure exceptional delivery of the strategic plan and the organisational mission and vision.

This post requires proof of right to work in the UK, satisfactory references and a satisfactory enhanced DBS Disclosure (the cost of which will be met by the employer).

## **Safeguarding**

We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. We expect all staff and volunteers to share this commitment.

We strive to create a safe and supportive environment where everyone feels protected from harm. We have robust procedures in place to prevent and address any concerns about abuse or neglect. All staff and volunteers have a responsibility to report any concerns about the safety or welfare of children, young people, or vulnerable adults. We have clear reporting procedures and we will take all concerns seriously.

**As part of our commitment to safer recruitment, all roles that involve working with children, young people or vulnerable adults will require a Disclosure and Barring Service (DBS) check at the appropriate level including checks against the relevant Barred Lists.** We are committed to thorough background checks to help ensure that those whom we employ are suitable to work with these groups.

## **Equal Opportunities**

YMCA North Tyneside is committed to eliminating discrimination and encouraging diversity amongst the workforce. We aim to be an equal opportunities employer and we are determined to ensure no applicant or employee receives less favourable treatment on the grounds of gender, age, disability, religion, belief, sexual orientation, marital status or race, or is disadvantaged by conditions or requirements which cannot be shown to be justifiable. Flexible work is supported, and applications from people with disabilities are encouraged. We strive to create local employment opportunities for all

## **Recruitment of Ex-Offenders**



We believe in providing equal opportunities for all qualified individuals, regardless of their background. We recognise that people can change and we are committed to giving individuals with criminal records a fair chance to demonstrate their skills and abilities.

We assess each applicant based on their qualifications, experience, and suitability for the role, taking into account the nature of the offense, the time elapsed since the conviction, and any evidence of rehabilitation.

We are dedicated to creating a workplace that fosters inclusion and supports the successful reintegration of individuals into the workforce. We comply with all relevant legislation and guidelines regarding the employment of ex-offenders and we are committed to maintaining a safe and respectful work environment for all employees.



<b>Person Specification</b>			
No.	Essential	Desirable	Assessed by
<b>Education/Qualifications</b>			
Youth and Community Work Qualification	X		
Management or leadership qualification		X	
Safeguarding training	X		
Information, Advice and Guidance Qualification		X	
Full UK Driving Licence and willingness to drive YMCA Mobile Offer	X		
<b>Experience</b>			
Delivery of Youth and/or Community Work including outreach work	X		
Experience in delivering 'whole person' holistic support (combining social activity with wellbeing or educational outcomes)	X		
Experience in coordinating and monitoring youth and community projects, including budgeting and resource allocation or willingness to learn		X	
Experience in safeguarding vulnerable members of community especially children and young people	X		
Experience in supporting and/or coordinating a team	X		
Working collaboratively with a range of partners	X		
Supporting small funding bids and/or reporting on funding applications		X	
<b>Skills &amp; Abilities</b>			
Ability to balance youth-led consultation with the practical necessity of maintaining consistent activity timetable	X		
Excellent written and verbal communication to effectively engage with a variety of individuals, build consensus, and present information clearly.	X		



Ability to build positive, professional, cooperative relationships, both within a team and with external stakeholders and individuals from diverse backgrounds	X		
Ability to use, and develop IT and information systems and processes that enable a team to work effectively together.	X		
Managing complex and confidential information with absolute discretion and a high degree of personal integrity	X		
Strong organisational skills with the ability to work well on multiple tasks, to short deadlines and under pressure	X		
<b>Personal Skills &amp; Abilities</b>			
Enthusiastic, approachable and self-motivated	X		
Task orientated and solution focussed	X		
Flexibility and a willingness to help out	X		
Demonstrable commitment to working in ways which promote equality and diversity, in line with YMCA NT values and mission	X		
A commitment to excellence with a strong work ethic, willing and able to take responsibility for delivering services to a high standard for those we are here to serve	X		
Willingness and ability to work evenings or weekends when necessary	X		

