

YOUTH DEVELOPMENT WORKER HAMPTON, PETERBOROUGH

SECTION A: JOB DESCRIPTION

1. ORGANISATION(S): Romsey Mill, Hemingford Road, Cambridge, CB1 3BZ
Christ the Servant King (CSK), Silver Hill, Peterborough PE7 8FF
2. JOB TITLE: YOUTH DEVELOPMENT WORKER HAMPTON
A joint role between Romsey Mill and CSK.
3. RESPONSIBLE TO: Romsey Mill: Youth Development Team Coordinator/Lead Youth Development Worker
Church: Pioneer Curate
4. JOB PURPOSE: The unifying job purpose is to build relationships with young people across Hampton and support them to live fulfilling lives. Alongside the Lead Youth Development Worker the post-holder will engage in, and develop, community based youth activities and creating opportunities for them to learn new skills, take part in enjoyable activities and thrive. The post-holder will also provide relevant groups and opportunities to for young people within and outside of the church to explore, deepen and express faith. They will also establish discipleship pathways for young people already within the church community and encourage and grow a team of volunteers from the church to support the youth work in church and in the wider community. The expectation is that the post holder will make CSK their home church and will regularly worship at CSK.

Under this overarching job-purpose Romsey Mill and CSK will have slightly differing, but complementary, emphases:

Romsey Mill: You will pioneer and develop youth work provision in the Hampton area of Peterborough, supporting 'hard to reach' and 'at risk' young people (aged 10-21). As part of this role there is an emphasis on face-to-face community youth work and as such you will be expected to deliver detached sessions, one-to-one work, young people-led group activities, open access youth clubs, alternative education work and residential experiences.

CSK: You will develop youth work provision in CSK, offering young people (aged 10 to 21) opportunities to explore, deepen and express their faith, in keeping with CSK's values and beliefs. You will build up a team of volunteers to support youth work in CSK, with a strong focus on discipling. You will work with CSK and encourage members to actively engage with Romsey Mill's work in Hampton. You will develop opportunities for volunteers to practically serve within Romsey Mill projects and offer support and training. You will develop opportunities for young people in the community to explore and experience the Christian faith for themselves, and link them with the CSK fellowship, wherever possible.

5. MAIN RESPONSIBILITIES:

Overarching responsibilities:

- o Pioneer, develop and deliver youth work provision in response to the needs of young people within the local community and the church. This will include creating engaging and effective opportunities to increase in confidence, skills, and aspirations and to explore, deepen and express faith.
- o Develop inclusive relationships with 'hard-to-reach' young people through detached and outreach work and through informal contact during the school day and in the evenings.
- o Develop a range of positive, young people-led activities such as sports, arts, and music based interest groups that enable young people to explore their potential and develop new skills and interests.
- o Build capacity through the recruitment, training and management of teams of volunteers and who can support the delivery of the youth provision within the church and the community.
- o Provide information, advice and guidance to enable young people to make informed choices so they can make a positive transition into adulthood.
- o Develop & deliver opportunities to provide young people with a safe environment in which to explore their values, beliefs, ideas and issues, thereby encouraging their personal, social & spiritual wellbeing.
- o Attend, and represent Romsey Mill/CSK at, partnership meetings, including relevant multiagency groups, locality meetings and events.
- o Actively engage in team meetings.
- o Be a face-to-face contact with the public, representing Romsey Mill/CSK to individuals and organisations, personally representing the Christian values of both organisations to those whom the organisation serves.
- o Develop links and liaise with people from a range of organisations and agencies including schools, voluntary sector groups, churches, Parish Councils, health services in developing effective youth work provision in designated area of work.
- o In addition to the duties set out in this job description the worker may, from time to time, be required to undertake additional or other duties as necessary within his or her capabilities and status to meet the needs of Romsey Mill/CSK.
- o Work within all Romsey Mill's and CSK's policies and procedures e.g. health and safety, lone working, safeguarding etc.

Romsey Mill specific responsibilities:

- o Deliver alternative education provision including transfer support, qualification delivery and 1:1 support in primary, secondary schools and with post 16 young people who are NEET. This may include personal, social development, vocational training and functional skills.

- o Provide one-to-one intensive support with a focus on identified needs e.g. NEET, mental health, teenage pregnancy, homelessness, offending behaviour and substance misuse, facilitating referral to other specialist services when required.
- o Following training, assess the needs of young people, using the inter-agency assessment and referral tools where appropriate, and work as part of a multi disciplinary and multi agency 'Team Around the Family' (TAF) to meet the needs of young people. Act as a lead professional where appropriate.
- o Work with other staff members to make sure that effective monitoring and information/data gathering is being undertaken to demonstrate the impact of our work.
- o Input data onto the organisation's information management systems.
- o Produce written materials and photographs suitable for inclusion in reports.
- o Participate in the spiritual life of Romsey Mill (through active involvement in staff team prayer time, theological reflection and other spiritual development activities) and to maintain the Christian ethos of Romsey Mill.

CSK specific responsibilities:

- o Align all youth activities with CSK's mission and vision.
- o Create opportunities for young people to experience the family of God and explore and experience the Christian faith for themselves, including creative expressions of church, Peterborough wide youth events and residential experiences.
- o Develop discipleship pathways for young people, including through exploration courses (for example, Youth Alpha), 1-2-1 support and Life Groups.
- o Encourage and train all CSK young people to play their full part in the life of the whole church and to build relationships across the wider CSK fellowship.
- o Research, review, launch and lead teaching material for CSK youth, including Sunday morning teaching for older and younger members.
- o Explore ways in which the church can be more accessible for young people, including through the use of social media.
- o Raise the profile of the work of Romsey Mill within the Church family and develop opportunities for volunteers to engage in community action.
- o Participate, as a committed member, in the life of CSK.

6. SCALE AND IMPACT:

- o The post-holder will have responsibility for providing high quality face-to-face youth work practice, creating opportunities with young people that support their physical, social and spiritual development and wellbeing.

7. DISCRETION TO ACT:

- o The post-holder will have authority to act within the parameters set by Romsey Mill and CSK. The worker will be directly supported by the Romsey Mill's Lead Youth Development Worker (Hampton)/Youth Development Team Coordinator and the CSK leadership team.

8. ENVIRONMENT:

- o Romsey Mill: The worker will be based within Hampton and will make use of a range of venues, including schools, community centres, CSK, etc to deliver youth provision as well as engaging in detached and outreach work. Romsey Mill's main centre is based in Cambridge and there will be the need to travel to this venue on an ad hoc basis for team meetings and training events.
- o CSK: CSK is the only dedicated church building and Christian community centre within Hampton and is located at the heart of the community. It comprises a modern worship facility plus three ancillary rooms and a popular coffee shop. The CSK fellowship has grown in recent years. A Children and Families Leader is also being recruited and will work alongside the new Youth Development Worker, as part of CSK's leadership team.

SECTION B: PERSON SPECIFICATION

1. QUALIFICATIONS:

Essential

- o Minimum of level 3 in Youth Work **or** equivalent qualification in working with children and young people **or** 2 years of professional youth work experience.

Desirable

- o A degree (Level 5 or 6 National Qualifications Framework).
- o BA (Hons) or PG Cert/PG Dip or MA in Youth and Community Work or Youth work and Community Development or other JNC recognised professional range youth work qualification.

2. EXPERIENCE AND SKILLS:

Essential

- o Able to demonstrate considerable experience of building effective relationships with young people.
- o Proven ability to pioneer and develop work in response to the needs of young people.
- o Experience in creating and developing opportunities and educational programmes with 'hard-to-reach' young people aged 10-21 (those facing social exclusion, disadvantage and disaffection) including those involved in risk-taking behaviour from deprived communities Proven ability to engage and support young people through one-to-one work.
- o Experience in facilitating young people's exploration of their values and beliefs thereby encouraging their personal, social & spiritual development.
- o Proven communication skills – both verbally and in writing.
- o Experience of partnership working in a community development context.
- o Ability to plan and prioritise workload within a context of multiple demands.
- o Hold a current driving licence.
- o Willing and able to drive a minibus (D1 or Midas permit) or commitment to undertake test.

- o Understanding of and commitment to Equal Opportunities.
- o Knowledge of Health and Safety management.
- o Knowledge of Safeguarding children and young people policy and procedures.

Desirable

- o Able to demonstrate some experience of supporting students and volunteers.
- o Access to a private vehicle for work use.
- o Knowledge of relationships and sexual health work.

3. ATTRIBUTES:

- o A confident and articulate individual able to communicate effectively with young people, other workers and members of the wider community.
- o Identifies as a Christian, is willing to become a member of the CSK church and is able to contribute actively to the distinctive aims, ethos and values of Romsey Mill and CSK.
- o A person who is able to pioneer and lead new projects and is confident in their ability.
- o Flexible over hours of work.
- o A person who is able to work effectively as part of a team and under their own initiative.
- o Acts with integrity and empathises with others.
- o Proactive in responding to the needs of young people.
- o Dynamic and enthusiastic and passionate about young people and transformation.
- o Creative and can respond to issues as they arise.
- o Ability to work under pressure and run multiple tasks and projects.

SECTION C: TERMS AND CONDITIONS

1. SALARY: £19,430-£21,268.

Romsey Mill will act as the employer and there will be shared governance with CSK for giving direction to the post-holder and for performance management.

2. HOURS OF WORK:

- o The normal working week will be 37.5 hours, Sunday to Friday, including evening sessions. This includes attendance at CSK's Sunday morning services. Friday evenings will need to be worked. Overtime is not normally paid, but time of in lieu may be given as agreed with your line manager.

3. PAID LEAVE ENTITLEMENT:

- o You are initially entitled to 25 days pro rata annual paid holiday plus public holidays. Holiday entitlement increases, based on length of service. Full details as given in contract of employment.

4. SICK PAY PROVISION:

- o Romsey Mill operates a discretionary Sick Pay Scheme for employees. Full details as given in contract of employment.

5. PENSION ENTITLEMENT:

- o Romsey Mill operates a Group Pension scheme, with automatic enrolment, from which you may choose to opt out. Please refer to contract of employment for further details.

6. PERIOD OF NOTICE OFFERED AND REQUIRED:

- o You are required to give two months notice following probationary period. Romsey Mill is required to give a period of one month to the employee. Please refer to contract of employment for further details.

7. CONDITIONS OF APPOINTMENT:

- o The employment will be subject to satisfactory references and DBS check. This post is subject to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 and (Exceptions) (Amendment) Order 1986.

8. IN SERVICE TRAINING:

- o The person appointed will be expected to participate in In-service Training Modules and other learning opportunities as deemed appropriate by your line Manager, for which budgetary provision will be made.

9. MISCELLANEOUS:

- o The named representatives from CSK and Romsey Mill will be responsible for carrying out joint, and regular, supervision sessions and work reviews with the post holder.