

JOB DESCRIPTION & PERSON SPECIFICATION



Job Title:	Youth Sessional Worker
Salary Range/Grade:	Negotiable depending on experience
Hours:	
Work Base:	The RISE Children's Centre
Reporting To:	Chief Executive Officer and Youth Service Lead
Main Purpose of Job: The RISE Trust Youth Service delivers support and works together as part of our social action team in working with children and young people in the community.	
Lead Responsibility: The post holder will work with young people delivering activities in a youth club setting as well as detached sessions delivering street-based youth outreach to the needs of local young people.	
Key Task List: <ol style="list-style-type: none"> 1. Be part of team leading and delivering youth services for 11 to 16-year olds supporting our youth sessions as well as detached sessions. 2. Input ideas and activities for young people, including gathering feedback from young people. 3. Help set up and set down sessions 4. Support volunteers as they help with the youth work provision. 5. Undertaking appropriate training. 6. Working in partnership with other local youth and community workers. 7. Supporting the development and promotion of the work of The RISE Trust. 8. To strengthen further the relationship with PCSOs within North Wiltshire (inc Chippenham, Calne, Cricklade, Purton, Corsham and Malmesbury) 9. To foster links with other providers of children's and youth provision in the area such as the local authority and other voluntary providers. 	
Job Activities – Standard Terms Common to all Job Descriptions <ol style="list-style-type: none"> 10. To work within the RISE Trust's Child Protection & Safeguarding Policy because safeguarding and promoting children's welfare is a priority in all aspects of the Trust's Delivery Plans. Any safeguarding concerns should be immediately reported to the Chief Executive of The RISE Trust using the Trust's alert process. 11. To undertake any other reasonable duties which are commensurate with the grade and responsibilities of the post as directed by the Chief Executive Officer in accordance with the objectives for the Children's Centre operational plans. The RISE Children's Centre exists to respond to the needs of individuals, consequently many of the tasks and responsibilities are unpredictable and varied. It is therefore expected that all staff will work in a flexible, resilient and confidential manner when required, undertaking tasks that have not been specifically covered in their job description. 12. To promote the organisation's strong commitment to Equality, Diversity and Inclusion. 	

13. To promote the organisation's quality assurance systems.
14. To handle all details about the children attending the Children's Centre confidentially and in accordance with the requirements of the Data Protection Act.
15. In discharging the duties of the post to have due regard for the provisions of Health & Safety at Work legislation, as detailed in the Health & Safety manual, ensuring health and safety compliance, risk assessments and safe systems of work are in place and adhered to.

The RISE Trust is a Christian community charity which is totally diverse and inclusive.

This organisation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

In accordance with safer recruitment protocols, we will request references in advance of interviews, for shortlisted candidates.



PERSON SPECIFICATION		
Factors	Essential	Desirable
Qualifications	Experience with working with children and young people.	Willingness to work towards an accredited youth work qualification
Experience/ Knowledge	Able to demonstrate a good level of experience Good knowledge of young people's needs and vulnerabilities	Working with vulnerable young people and families
Skills/Abilities	Good organisational and management skills. Good level of computer literacy, including Outlook, Word and Excel. Ability to communicate verbally and in written form with children, parents and carers, colleagues and representatives from outside agencies, such as Ofsted and government regulatory departments. Ability to engage with individuals from a range of backgrounds. Commitment to safeguarding, equality, diversity and inclusion opportunities and anti-discriminatory practice. Ability to work on own initiative.	Able to respond to the changing needs of the Centre. Capable of and committed to leading and managing volunteers.
Personal Qualities	Passionate about social action and outreach in the community. Ability to communicate effectively with a broad range of young people, families and colleagues. Non-judgemental approach. The ability to prioritise workload and meet deadlines whilst under pressure, working in a fast-moving environment. Responsive to change and new ideas; adapt to new systems. Adopt flexible working pattern to meet the needs of the service and families. Enthusiastic and motivated who works to a high set of principles. The ability to be solution focused, tolerant, patient, kind, warm, empathetic, friendly and with a positive 'can do' approach is highly essential. Ability to work as part of a positive, robust and dynamic team.	The ability to empathise with parents/carers Sense of humour Current driving licence

The RISE Trust Christian values	The RISE Trust is a Christian Charity and Christian values underpin the RISE Trust's approach to social action within the community. We would therefore politely request the person is respectful of our prayer with and for staff, volunteers and service users, as and when appropriate.
<i>“Through unconditional love, commitment and passion we seek to enable all children, young people and adults to be the best they can be.”</i>	