

# The Carroll Centre

## Job description and Person specification: Youth Worker

**Job title:** Bank Youth Worker

**Hours of work:** As required

**Responsible to:** Primary and Youth Manager

**Holiday Entitlement:** N/A

**Main function:** As part of the Youth Work Staff Team you will aid in initiating, developing and implementing a range of imaginative approaches to meet the educational, social and recreational needs of young people at the Carroll Youth Centre and surrounding areas.

### General Duties:

- To establish, build and maintain open, consistent and positive relationships with young people through the Youth Work Programme in Stanmore and surrounding area
- To ensure that there is access to relevant information and advice for young people on issues they may face and provide support to those who require it
- To assist the youth work team in devising activities to divert them away from crime, substance abuse or anti-social behaviour
- To work with young people to enable them to be aware of their responsibilities as individuals and members of groups
- As a member of the team, record and evaluate youth work sessions
- To undertake all relevant administration, as required, for the post
- To be committed to Equal Opportunities
- To attend staff meetings and personal appraisals as required
- Maintain a strict code of confidentiality
- Attend regular update training as required
- Up date your knowledge of current childcare issues, legislation and practices.
- Use initiative, be a motivated and committed member of the team
- To undertake any other duties as directed, at the discretion of the Primary and Youth Manager and Head of Centre

### Person specification:

#### Essential:

- Have some experience with working with young people
- To have excellent communication and interpersonal skills
- Have enthusiasm and be motivated in providing new and exciting activities for young people
- Ability to work evenings/weekends
- Belief in the work of the Carroll Centre
- To be willing to undertake a CRB check
- To have total commitment to equal opportunities and anti-discriminatory practice
- Willingness to work towards further qualifications
- To be able to work well in a team and independently
- To be willing to undergo training and professional development necessary to carry out the role efficiently

**Desirable:**

- Youth Work Qualification
- Clean driving licence
- Midas certificate
- First Aid Certificate
- Proficiency in arts, sports or other activities to enhance the programme offered to young people

**Additional Information**

Post holders will be required to complete a Enhanced Criminal Records Bureau check prior to commencing the post.