



Job Description

1. Overview

- Title:** Youth Engagement Worker
- Hours:** 20 hours per week (4 days per week: 2pm – 7pm)
- Location:** Brighton-based with travel across Newhaven and Shoreham
- Contract:** Fixed-term terminating on Friday 26th June 2020
- Salary:** £10,857 actual (£19,000 full-time equivalent)
- Overview:** Whitehead-Ross Education is launching a new engagement and support programme for hard-to-reach young people. The project will engage with 40 NEET young people in Brighton, Hove, Newhaven and Shoreham. A variety of activities will be offered to reach young people, maintain their engagement and deliver outcomes, including progression onto Whitehead-Ross Education's Traineeships programme.

The successful candidate will engage with young people (aged 16-18) through 1-2-1 support, mentoring and outdoor pursuits and activities. The activities will support the young people to develop their confidence, motivation, team working and communication skills. In addition, we will provide new experiences and a platform for young people to meet with others from across their area. The project is designed to support young people to stretch horizons, challenge their thinking and develop their skills.

Young people will be recruited from a variety of referral avenues, acknowledging that they are hard-to-reach so recruitment will need to go beyond traditional routes such as engaging with Jobcentres. We will link with partners including youth clubs, Youth Employability Services, local authority Post-16 Education and Skills Officers, schools (to identify 16-18 year olds at risk of becoming NEET), etc. The post holder will circulate promotional literature in public venues such as community centres and use social media.

The intended outcomes of the project will be 40 young people engaged over 12 months, with 40% (16 young people) progressing onto a Traineeship.

2. Duties and responsibilities:

1. To identify and engage with NEET young people.
2. To establish a variety of referral avenues with external agencies and organisations.
3. To develop relationships and links with partners including youth clubs, Youth Employability Services, local authority Post-16 Education and Skills Officers, schools (to identify 16-18 year olds at risk of becoming NEET), etc.
4. To circulate promotional literature in public venues, such as community centres, and use social media to promote the project.
5. To work directly with young people to develop their social education by providing programmes of engagement activities.
6. To provide information, advice and guidance to young people.
7. To promote the service for young people with the local community.
8. To work with young people to enable them to be heard.
9. To maintain the welfare and safety of young people.
10. To maintain accurate records and produce monthly written reports on the work and outcomes achieved and participate in the planning and evaluation of the work in the context of service priorities.
11. To ensure that all programmes are developed in line with WREC's commitment to equal opportunities and to promote non-discriminatory practices in all aspects of the work undertaken.

3. Person Specification

CATEGORY	ESSENTIAL	DESIRABLE
Qualifications	<p>Level 3 Youth Work qualification</p> <p>Good standard of education across a range of subjects</p> <p>GCSE English or equivalent</p>	
Experience	<p>Working with young people with challenging behaviour in a school or youth club setting</p>	<p>Knowledge and experience of the educational environment</p>

<p>Skills and abilities</p>	<p>Able to work as a member of a team</p> <p>Able to work with young people and colleagues with a high level of professionalism</p> <p>Committed to supporting engagement with learning</p> <p>Excellent written and verbal communication skills</p> <p>Ability to complete administrative tasks</p> <p>Able to manage conflict and deal positively with challenging behaviour</p> <p>Capacity to learn new skills, take the initiative and generate ideas with the minimum of supervision</p>	
<p>Personal qualities</p>	<p>Likes young people and enjoys being with them</p> <p>Able to inspire and motivate young people</p> <p>Broad knowledge and common sense approach</p> <p>A good listener</p> <p>Friendly</p> <p>Hard-working</p> <p>Reliable, punctual and responsible</p> <p>Puts a high value on treating others with respect and courtesy, and building positive relationships</p>	

Other	Clean UK Driving Licence and willingness to use own car for transporting young people (travel expenses paid)	
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