

ROLE PROFILE



| Role profile | | |
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| Title | Senior Youth Support Worker | |
| Grade | JNC scpl 11-14 | |
| Reference: | N347 | |
| Reports to: | Senior Professional Youth Worker | |
| Behavioural competency job type | Semi Professional | |
| Work style Definition | Office based hot–desk/touch down worker | |
| Primary purpose of role | To develop professional relationships and programmes with young people (core age 13 to 19), in their own time, so as to help them develop capacities useful to them for adult life. Enabling young people to feel comfortable with themselves, making and sustaining personal relationships, reaching their potential and finding a place in society which is as satisfying as possible. | |
| Key accountabilities and key measures | Role outcomes | Role measures |
| | <ul style="list-style-type: none"> Needs of local young people are identified through a range of methods, including work with young people themselves (60%) The quality of youth work among locally qualified workers and volunteers meets national standards (40%) | <ul style="list-style-type: none"> Work is planned, with young people, to meet needs Young people in the target groups make measurable progress, evaluated against national youth work standards for the achievement of young people |
| Key activities | <ul style="list-style-type: none"> To establish and maintain relationships with young people and create a culture of active participation among young people in all aspects of the project, so as to develop experience and confidence of making things happen (10%) Oversight of Youth Support Work Team on a sessional basis (10%) Managing youth work delivery in single projects (30%) Managing the formulation of programme and curriculum areas for project, this requires checking the allocation of time for planning, evaluation and supervision in addition to direct work with young people (20%) Contribution to Curriculum Development and to the training programme as a practice supervisor (5%) Maintain quality of service provision including giving directions to other workers. This includes the first line supervisory responsibility for workers and volunteers, | |



Plymouth City Council is committed to providing access, adaptations and alternatives wherever possible, to enable people with disabilities to fulfil the criteria for and to carry out role duties.

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| | <p>including recruitment and initial induction of staff (10%)</p> <ul style="list-style-type: none"> ▪ Initiating and monitoring developments of services, particularly with other agencies and work flexibly within an emerging multi agency framework, as required (5%) ▪ Performing and ensuring the discharge of administrative duties (including budget control, record keeping and health and safety) (5%) ▪ Contributing to ensuring implementation of equal opportunity policies (5%) |
| Essential qualifications/ knowledge | <ul style="list-style-type: none"> ▪ Qualified in youth work or related area to NVQ 2 or 3 level ▪ GCSE English or Maths (grades A – C*) or equivalent ▪ Commitment to Continuous Professional Development |
| Desirable qualifications/ knowledge | <ul style="list-style-type: none"> ▪ Driving licence ▪ Minibus drivers licence |
| Essential experience | <ul style="list-style-type: none"> ▪ Experience of successful youth work producing achievements for young people, in the context of National Standards. ▪ Ability to lead small project groups, creating a common purpose with successful experience of developing young people's participation. ▪ Able to show an understanding and a competence in operating cash handling and financial recording. |
| Desirable experience | <ul style="list-style-type: none"> ▪ Leadership in other settings. ▪ Operation of policies and systems in other settings. |
| Essential skills | <ul style="list-style-type: none"> ▪ Able to demonstrate good quality youth work practice and coach staff members, using one to one supervision and group meetings. ▪ Able to respond positively one to one supervision and coaching, within an approved Service system. ▪ Ability to work as an active team member and on own. ▪ Able to contribute effectively to the operation of Management Information Systems and to use systems effectively for planning and evaluating youth work. ▪ Able to demonstrate sufficient written, IT and oral communication skills. ▪ Able to complete agreed tasks through organizational and time management skills. ▪ Able to demonstrate successful experience in supporting and delivering anti-discriminatory practice. ▪ Able to demonstrate insight and reflection. ▪ Able to exercise authority and control to create an open learning environment. ▪ Able to demonstrate ethical standards in the context of work with young people. ▪ Ability to travel to different sites. ▪ Able to take the initiative and organise efficiently, so as to enable short term projects to be successful. ▪ Able to plan work with young people. ▪ Able to evaluate and develop reflective youth work practice. ▪ Awareness of difference and committed to best practice in terms of equality and |

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| | <p>inclusion.</p> <ul style="list-style-type: none">▪ Uses the curriculum effectively and safeguards financial resources.▪ Builds on local networks to contribute to shared standards.▪ Positively embraces change and develops its benefits for the project.▪ Is decisive and takes action appropriately.▪ Captures agreed and meaningful performance indicators for the service area that provide clarity on the relationship between the Council's objectives and those of service areas, teams and individuals. |
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Corporate standards

- In accordance with Council policies and guidance on information management and security, it is your personal responsibility for data protection, client confidentiality and information governance.
- Act at all times in accordance with appropriate legislation and regulations, codes of practice, the provisions of the Council's constitution and its policies and procedures.
- Work within the requirements of the Council's Health and Safety policy, performance standards, safe systems of work and procedures.
- Undertake all duties with due regard to the corporate equalities policy and relevant legislation.