

## Job Description

<b>Job title</b>	Outreach Worker
<b>Reporting to:</b>	Outreach Lead
<b>Location:</b>	The Way Youth Zone
<b>Key Relationships:</b>	Youth Zone staff, young people, parents and local partners

### Job Purpose:

The Way Youth Zone has been successful in securing additional funds to support our outreach activities across Wolverhampton. We are seeking to recruit a suitably experienced youth worker to support our city-wide and targeted outreach activities.

### Context of the post:

Attracting young people from across the borough with its fantastic facilities, the Way Youth Zone provides positive activities and practical support, especially for those who are disadvantaged. The Youth Zone enables young people to make constructive use of their leisure time and to raise their aspirations. The centre is open seven nights a week, at weekends and during school holidays. The Youth Zone also develops and delivers targeted projects to improve the lives of disadvantaged and vulnerable young people in the area. With over 4,400 members at the end of our first year of opening, we provide 20+ activities each evening to over 1,200 young people, 52 weeks a year.

We are more than just an activity centre. We provide young people with 'somewhere to go, something to do and someone to talk to'. Our team of around 75 staff and over 100 volunteers provide a safe, supportive and inspiring space for young people to make the very best use of their leisure time and acquire the skills, knowledge and confidence to lead healthy and successful adult lives. We inspire young people to be ambitious, raise their aspirations and help our members to define and realise their goals.

Our service is in an award winning iconic two-storey building with an impressive array of facilities including a dedicated sports hall, a climbing wall, gym, boxing ring, dance and performing arts studio, art room, media suite, kitchen, music spaces, cafe, social areas and an outdoor floodlit all-weather pitch.

### The Way Youth Zone's Values and Aspirations:

The Way Youth Zone is a place of activity, adventure and fun for all young people where they can try new experiences and learn new skills. The Way Youth Zone supports young people to reach their full potential, grow their dreams and achieve their goals.

We are looking for someone who can deliver this aspiration for Wolverhampton's young people and share the following values:

- TOGETHER** We are committed to building positive, inclusive relationships with all. Individuals are respected and celebrated within The Way community.
- HONEST** We are open and sincere. We act with integrity and transparency and are accountable for our words and actions.
- ENERGETIC** We approach all we do with a 'can-do' attitude. We are positive, dynamic and flexible and always give our best for Wolverhampton's young people.
- WELCOMING** We create a safe, positive and supportive atmosphere for all. We care for people and are passionate in all we do.
- ASPIRATIONAL** We are constantly evolving and always seek to improve. We grow, progress and develop as an organisation and as individuals. We lead by example and inspire others.
- YOUTH-LED** We are needs-led and young person focused throughout our work

### **Duties and Responsibilities - General**

- Be a role model for young people and present a positive "can do" attitude
- Take personal responsibility for own actions
- Commit to a culture of continuous improvement
- Work within the performance framework of The Way Youth Zone and Onside
- Represent The Way Youth Zone positively and effectively in all dealings with internal colleagues, and external partners
- Comply with all policies and procedures, with particular reference to safeguarding, and data protection
- To be alert to issues of safeguarding and child protection, ensuring the welfare and safety of Youth Zone members is promoted and safeguarded, to report any child protection concerns to the designated safeguarding officer using the safeguarding policies, procedures and practice (training to be provided)
- To assist with any promotional activities and visits that take place at the Youth Zone

- To actively promote The Way Youth Zone and positively contribute towards increasing Youth Zone membership through contributing to an aspirational programme

### **Duties and Responsibilities – Detailed**

- Support the design and delivery of an effective targeted (geographically and thematically specific) and universal (city wide) outreach programme that successfully engages young people to become members of WYZ
- Ensure appropriate and effective use of project resources
- Work collaboratively with WYZ staff, volunteers and young people to realise our outreach and engagement ambitions
- Work collaboratively with external organisations, professionals and individuals to deliver the outreach programme and to realise our outreach and engagement ambitions
- Support the monitoring and impact assessment of our outreach activities and where possible promote the project's success
- Encourage and enable young people to participate in the full range of activities provided by the WYZ
- Work directly with children and young people to develop their social skills and build their confidence by delivering programmes of activities and services
- Work with other managers and leads, deliver high quality activities that are exciting, safe, varied, innovative, developmental and directly responds to the diverse needs, concerns and interests of the young people
- Establish positive relationships with children and young people
- Contribute to and promote the programme of activities to ensure that opportunities are accessible to all who wish to become involved
- Work flexibly to ensure the needs of the members are met, including disadvantaged children and young people and those with disabilities or additional needs
- Ensure that the members maintain a high standard of behaviour and discipline during sessions
- Ensure the participation of young people in activities and that their ideas contribute fully in the design, delivery and evaluation of activities

## Person Specification

<b>Selection Criteria*</b> A = Application Form I = Interview	<b>Essential or Desirable</b>	<b>Method of Assessment</b>
<b>Experience</b>		
Experience of working with young people aged 8-25 within a youth work environment.	Essential	A & I
Experience of working in a role within a third sector organisation.	Desirable	A, I & T
Experience of delivering of youth outreach and engagement activities with a geographical and thematic focus across a city/town area.		
Experience of meeting the monitoring and reporting requirements of internal and external stakeholders.	Desirable	A, I & T
Experience of successful working in partnership with other agencies (public, private, third sector, community, leaders)	Essential	A & I
Experience of supporting young people who are disaffected, underachieving and/or have social/emotional barriers to participation.	Essential	A & I
Experience of working in a team and alongside volunteers.	Essential	A & I
Experience of working with diverse communities.	Essential	A & I
<b>Educational / Vocational Qualifications</b>		
Qualifications relating to social impact, communities, social care, young people and families.	Desirable	A
<b>Skills</b>		
Excellent written and verbal communication skills with experience of speaking and presenting in public and communicating effectively at all levels.	Essential	A, I & T
Ability to encourage, motivate and inspire those around you (providing reliable support to children and young people).	Essential	A, I & T
Ability to work with young people to develop their social education by providing programmes of activities that are fun and enable young people to develop.	Essential	A & I
Strong commitment to children and young people and an ability to engage and build positive relationships with all young people, including disengaged and disadvantaged young people.	Essential	A & I
Confident in managing groups of young people within both a centre based and outreach setting.	Essential	A & I
Ability to identify and address discrimination and work inclusively across all areas of practice.	Essential	A & I
Ability to manage the administrative demands of working in a role of this type (recording, monitoring, reporting, evaluation).	Essential	A & I

Able to analyse and interpret data and information and set up systems and processes to monitor, measure, report and evaluate project activity.	Desirable	A, I & T
<b>Knowledge</b>		
Understanding of the principles of working with children and young people.	Essential	A & I
Understanding of issues affecting young people's lives.	Essential	A & I
Knowledge of health and safety, diversity awareness and safeguarding best practice and how these relate to children and young people.	Essential	A & I T
<b>Special Requirements</b>		
This post is exempted under the Rehabilitation of Offenders Act 1974 and as such appointment to this post will be conditional upon the receipt of a satisfactory response to a check of police records via Disclosure and Barring Service (DBS).		
A willingness to work unsocial hours during evenings and weekends is required.		

\*Selection criteria for guidance only, alternative methods may be used to assist the selection process

**The Way Youth Zone is committed to safeguarding and promoting the welfare of children, young people and vulnerable groups.**