## ROLE PROFILE

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| **JOB TITLE** | Health and Wellbeing  Co-ordinator | **SALARY:** | £9.50 per Hour |
| **REPORTING TO:** | Senior club leader | **HOLIDAYS:** | 33 days including bank holidays (pro-rata) |
| **LOCATION:** | The Way Youth Zone | **HOURS:** | Various session from 6 hours to 15 hour per week |

**JOB PURPOSE:**

This position offers the unique and exciting challenge of championing physical health, emotional health and nutrition within The Way Youth Zone.

The role will increase and widen participation in health and physical activity initiatives that will improve the physical and emotional wellbeing achieving healthier outcomes for children and young people. Responsible for the project management, delivery, evaluation and development of robust and high-quality health and well-being provision at The Way Youth Zone.

**CONTEXT OF THE POST**:

Youth Zones are amazing places: accessible, vibrant, welcoming, fun and caring are just some of the words used by young people to describe their Youth Zone. Youth Zones are for young people aged 8 to 19, and up to 25 for young people with additional needs. The Way Youth Zone is part of the growing Onside network alongside Bolton, Blackburn, Manchester, Oldham, Carlisle, Wigan and London Youth Zones.

The Way Youth Zone is a warm, welcoming and vibrant space where young people can come to socialise and build on skills. The Way Youth Zone is for young people aged 8 to 19, and up to 25 for young people with additional needs.  The Way Youth Zone is part of the growing OnSide network alongside Bolton, Blackburn, Manchester, Oldham, Carlisle, Wigan, Warrington, Wirral, Croydon and Barking and Dagenham

The Way Youth Zone is centrally located, dedicated to young people making a bold statement about the importance of giving young people high quality places to go in their leisure time and has big ambitions to be a flagship for quality youth provision. Open 7 days a week, at weekends and during school holidays, the Youth Zone’s purpose is to help young people grow to be happy, healthy and successful adults.

The state-of-the-art million-pound building will provide young people with access to a range of activities, all offering young people the opportunity to try new things, meet new friends and gain support from friendly, warm and positive staff and volunteers. The facilities include a pitch, a gym, sports hall and recreation area, and dance, arts, music and media suites.

**MAIN DUTIES**

* Develop a health and wellbeing strategy encompassing staff and members
* Undertake an initial audit of health outcomes across the programme
* Develop an internal & external referral form for sessional staff and external partners to use
* Welcoming and introducing children and young people who have been referred via a health professional, schools, and other partnerships into youth services.
* Working with young people to develop or implement a personal plan combining for example counselling with local providers, on-line support and positive activities.
* Development/delivery/ sourcing of training for relevant staff (and potentially members too) on mental health first aid, healthier foods and nutrition and a range of other topics
* Develop a library/resource facility that staff and volunteers can access for range of health topics, including support/ referral information linked to other agencies.
* Develop a library/resource area on our website for young people and parents/carers to access for information and support
* Link in with text line number (existing), potentially developing a ‘triage’ type meeting that families can access together
* Support the introduction, delivery and participation of ‘Health related’ projects across The Way both through the universal and targeted offers.
* Deliver group and 1:1 resilience workshop
* Development of ‘health’ open days at The Way Youth Zone
* Develop strong links with other agencies to support the development and delivery of the strategy
* Driving the evaluation of outcomes across each delivery area and project to embed a culture of evaluation across the organisation.
* Review and adapt policies and procedures (with the support of the Business Admin. Manager) to ensure they adopt best practice when it comes to Heath outcomes
* To implement best practice in relation to safeguarding
* To attend safeguarding training.
* To promote cultural cohesion and inclusion and proactively challenge any prejudice and discrimination
* To undertake training as agreed with your line manager.
* To meet agreed performance indicators and priorities
* To attend performance support reviews and an annual appraisal with your line manager
* To ensure all company policies and procedures, including equal opportunities and health and safety policies and procedures, are adhered to at all times

**BEHAVIOURS**

* 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, codes of conduct, health and safety and equality and diversity to ensure all activities are accessible
* To lead and assist with any promotional activities and visits that take place at The Way Youth Zone and in the surrounding area, particularly those involving young people

**PERSON SPECIFICATION**

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| **Selection Criteria\***  A = Application Form I = Interview T = Test/Personality Profile | **Essential or Desirable** | **Method of Assessment** |
| **Experience** | | |
| Experience of working with groups of young people aged 8 to 19, or up to age 25 with additional needs | Essential | A & I |
| Experience of working with young people from diverse backgrounds and with challenging needs | Essential | A & I |
| Experience of working with young people with additional needs | Desirable | A & I |
| Experience of team working and alongside volunteers | Essential | A & I |
| **Qualifications** |  |  |
|  | Essential | A |
|  | Desirable | A |
|  | Desirable |  |
| **Skills** |  |  |
| Ability to deliver high quality programmes with young people who face social exclusion, disadvantage and disaffection and manage such a group | Essential | A & I |
| Able to work as part of a team and under own initiative | Essential | A & I |
| Able to support the planning and evaluation of programs of activity including production of session plans and program reports | Essential | A & I |
| Able to communicate effectively with young people, parents, team members and members of the public | Essential | A & I |
| Able to deliver within an equal opportunities framework | Essential | A & I |
| Ability to engage and build positive relationships with young people including disengaged and disadvantaged young people | Essential | A & I |
| Ability to encourage, motivate and provide reliable support to young people | Essential | A & I |
| **Knowledge** |  |  |
| Understand the principles of working with young people, the issues affecting their lives and knowledge of their needs | Essential | A & I |
| Knowledge of health and safety, diversity awareness and safeguarding best practice | Essential | A & I |
|  | Desirable | A & I |
| **Special Requirements** |  |  |
| A willingness to work unsociable hours | Essential | A & I |
| A willingness to cover events, holidays and staff absence | Essential | A & I |
| Enhanced DBS clearance. Commitment to Safeguarding children | Essential | A & I |
| The ability and willingness to travel to events in the region and beyond | Essential | A & I |

\*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. This post is subject to an enhanced DBS check.

We place huge value on equal opportunities and encourage applications from candidates of diverse backgrounds, communities and abilities. The one thing we all have in common is our desire to raise the aspirations of young people across the country.

For information regarding how The Way Youth Zone and OnSide Youth Zones process your data, please visit www.the wayyouthzones.org/applicant-privacy/

