

# Job Description



<b>Job Title:</b> Detached Youth Worker	<b>Service Area:</b> Youth Empowerment	
<b>Directorate:</b> Brighter Futures	<b>Post Number:</b>	<b>Evaluation Number:</b>
<b>Grade:</b> JNC Ranges 22 to 25  Career Grade Progression 26-27	<b>Date last updated:</b> September 2022	

## **People at the heart of everything we do**

We are committed to putting people – Newham residents and Council staff – at the heart of all we do. Our approach is a collaborative joint enterprise between residents, the Mayor, Members, Council staff and the Corporate Management Team.

## **Equality and diversity**

We are committed to and champion equality and diversity in all aspects of employment with the London Borough of Newham. All employees are expected to understand and promote our Equality and Diversity policy in the course of their work.

## **Protecting our staff and services**

Adherence to health and safety requirements and proper risk management is required from all employees in so far as is relevant to their role. All employees are expected to understand and promote good health and safety practices and manage risks appropriately.

## **Corporate parent**

Every member of staff working for Newham Council should understand and fulfil our corporate parenting responsibilities for our looked after children that we have under the Children and Social Work Act 2017.

## **Overall Purpose of the Job**

The London Borough of Newham is committed to expanding its youth services. It is our intention that children and young people within the borough will have access to the best Youth Service in London. The Detached Youth Workers will help us achieve our goal.

Specifically, under the direction of the Detached Senior Youth Worker, the post holder will be responsible for:

1. Providing first class detached universal youth services that support and enable young people to fulfil their potential;
2. Delivering Targeted Youth Support and related services that are local and easily accessible, to young people who need additional tailored support;
3. Providing young people with the opportunity to influence the nature and content of detached youth service provision;
4. Inputting into systems, processes and reviews that track participation levels and impact, on a programme by programme basis, but also at the individual young person level; and
5. Working with young people to support them to participate as active members of their community, through building networks, supporting skills development and through promoting involvement in formal and informal decision-making processes.

### **Role Context**

1. The post holder reports to the Detached Senior Youth Worker.
2. The post holder has no budget responsibilities.
3. The post holder will line manage at least one Youth Worker, and may be asked to oversee the work of contract / sessional workers and volunteers in relation to specific detached youth projects that the post holder will lead on.

### **Accountabilities:**

1. To participate in the needs analysis, design and delivery of a co-designed universal and targeted 'Youth Offer' to young people in Newham that provides a varied and inclusive range of activities that promote wellbeing and independence and enable young people to play an active role within their community;
2. To work with Council colleagues, with other organisations and with young people and their families to ensure that detached youth services are fully integrated with other elements of Newham's Early Help approach;
3. To form positive relationships with young people and young peoples' representative groups to ensure that the detached youth offer remains relevant, credible and impactful;
4. Within the direction set by the Team Manager, to deliver street-based and other detached youth work within Newham, working with young people, making use of community assets and delivering both universal and

targeted activities in detached settings as part of Newham's Youth Services Curriculum;

5. To work in partnership with statutory and non-statutory organisations and to deliver detached youth services provision that meets the needs of young people rather than the objectives of any one organisation;
6. To deliver detached youth service programmes designed with and aimed at young people with multiple needs and facing barriers to participating in universal provision;
7. Working with other agencies as appropriate, deliver tailored and joined up approaches to meeting the specific needs of individual young people through a detached setting;
8. To deliver specific projects and programmes of detached youth work within identified geographical areas in accordance with need;
9. To empower young people to co-design programmes of activity to be delivered through detached youth work;
10. To signpost young people to appropriate information, advice and guidance, and to refer young people to other organisations should the support available through those organisations be of interest to them;
11. To capture, record and analyse participation levels and satisfaction data about detached youth services;
12. To capture case-specific data and information within appropriate business systems, ensuring that information on any identifiable young person is appropriately recorded alongside other case files and is handled and shared in accordance with all relevant local policies, and legislation and regulations;
13. To input into and support the delivery of training, advice and support to partner organisations to enhance the impact of youth provision across the borough;
14. Within frameworks established by the Senior Youth Officer, to advocate for young people, and to champion their views to the Council and beyond, playing an active role in ensuring that young people and their families are at the heart of everything we do and are effectively supported to meet their goals.
15. To work with colleagues to ensure that young people are empowered and provided with opportunities to participate in the democratic process within Newham;

16. To oversee the work of sessional or otherwise contracted youth workers in relation to specific detached youth work projects, to ensure that detached youth services meet agreed objectives;
17. To keep abreast of all relevant legislation relevant to the area and ensure all activity is compliant with any changes; and
18. To be aware of responsibilities in relation to safeguarding, health and safety and risk assessment, and to operate systems and processes that ensure compliance with national and local policies and procedures.

In accordance with the JNC National Agreement, post holders will be required to work up to 8 unsociable sessions per fortnight to support the needs of all Service Users and Stakeholders.

### **Progression**

In accordance with the London Borough of Newham's JNC Career Progression Scheme, progression through the grades attached to this post will be dependent upon the level and impact of the duties undertaken by the post holder.

### **Politically Restricted Post**

This post is politically restricted and as such the post holder must refrain from being a candidate for election, an election agent or sub agent, an officer of a political party, or sub-committee of such a party, or canvass, speak to the public at large, publish written or artistic work or display posters in support of a political party or sub group of such a party.

## Person Specification

<b>Job Title:</b> Detached Youth Worker	<b>Service Area:</b> Youth Empowerment	
<b>Directorate:</b> Brighter Futures	<b>Post Number:</b>	<b>Evaluation Number:</b> tbc
<b>Grade:</b> JNC Ranges 22 to 25 (YPR12)	<b>Date last updated:</b> September 2022	

### IMPORTANT INFORMATION FOR APPLICANTS

The criteria listed in this Person Specification are all essential to the job. Where the Method of Assessment is stated to be the Application Form, your application needs to demonstrate clearly and concisely how you meet each of the criteria, even if other methods of assessment are also shown. If you do not address these criteria fully, or if we do not consider that you meet them, you will not be shortlisted. Please give specific examples wherever possible.

CRITERIA	METHOD OF ASSESSMENT
<b>KNOWLEDGE:</b> <ul style="list-style-type: none"> <li>A good understanding of the issues affecting young people and the nature of the services available to them.</li> <li>An understanding of the theory and practice of Integrated Youth Support Services – in such areas of work as: universal and targeted youth work provision within a multicultural setting.</li> <li>A thorough understanding of the Detached Youth Work delivery mechanism and be able to evidence this in practice</li> <li>An understanding of the barriers young people may face in periods of transition – e.g. school to school, school to college, school to work, home to independent living – and how Integrated Youth Support Services can provide support, services and programmes to help overcome those barriers</li> <li>Understanding of relevant Health and Safety, child protection procedures.</li> <li>Knowledge of Equal opportunities and anti-discriminatory practice and the capability to apply it to</li> </ul>	<p>Application Form/Interview</p> <p>Interview</p> <p>Application Form / Interview</p> <p>Interview</p> <p>Application Form</p> <p>Interview</p>

work with young people and communities.	
<b>QUALIFICATIONS:</b> <ul style="list-style-type: none"> <li>▪ NVQ level 4 in Youth &amp; Community Work, BA honours in applied Youth and Community work, or MA in applied Youth and Community work or an equivalent young person centred national qualification relevant to this role</li> <li>▪ Management training</li> <li>▪ Evidence of continuous professional development</li> </ul>	Application Form/ Documentation  Application Form/ Documentation Application Form/ Documentation
<b>EXPERIENCE:</b> <ul style="list-style-type: none"> <li>▪ Substantial experience of delivering detached youth services within a multi-cultural environment.</li> <li>▪ Substantial experience of engaging young people from a wide range of backgrounds, including hard to reach groups.</li> <li>▪ Ability to plan, develop, deliver, monitor and evaluate programmes of informal and accredited learning based on the individual needs of young people either on a one-to-one basis or within a youth work setting.</li> <li>▪ Evidence of working with partners, such as Parents &amp; Carers, Faith, Community and Voluntary Groups and other services to deliver integrated services to young people.</li> </ul>	Application Form  Application Form  Interview  Application Form
<b>SKILLS AND ABILITIES:</b> <ul style="list-style-type: none"> <li>▪ Strong communication skills, verbal and written</li> <li>▪ Ability to assess young people's needs and plan, monitor and evaluate programmes to meet those needs.</li> <li>▪ Project planning and process management skills.</li> <li>▪ The ability to prioritise your and others' workloads effectively and undertake risk assessments as appropriate.</li> <li>▪ Ability to work a flexible schedule comprising mainly of weekday afternoons and evenings with some weekend work.</li> <li>▪ Skills and ability in relation to ICT based data inputting and ability to use technology to deliver youth work.</li> </ul>	Application Form/ Interview/Test Interview  Application Form/ Interview Interview  Interview  Application Form
<b>PERSONAL STYLE AND BEHAVIOUR:</b> <ul style="list-style-type: none"> <li>• Demonstrates sensitivity to the needs of a very</li> </ul>	Application Form

<div>diverse community and ideas of how best to meet those needs</div> <ul style="list-style-type: none"> <li>• Has a high degree of integrity</li> <li>• Shows resilience and toughness under pressure</li> <li>• Shows energy, creativity, determination and a high drive for achievement</li> <li>• Shows sensitivity towards the needs of others.</li> </ul>	<div>Interview</div> <div>Interview</div> <div>Interview</div> <div>Interview</div>
<div><b>OTHER SPECIAL REQUIREMENTS:</b></div> <div>This post is subject to an enhanced DBS check</div> <div>This post is exempt from The Rehabilitation of Offenders Act (1974)</div>	<div>Satisfactory clearance at conditional offer stage</div> <div>Application Form</div>