

Job Description

- Job Title:** YIF Youth Engagement Worker (Mind Matters)
- Location:** Kings Lynn
- Responsible to:**
- Responsible for:** N/a
- Job Purpose:** To deliver mental health awareness sessions to hub and satellite youth clubs as part of the YIF project in Kings Lynn. To promote positive mental health for all children and young people.

Main Responsibilities

Service Delivery

- To support the Senior Youth Engagement Worker in the delivery of activities related to mental health awareness delivery for teachers, children and young people.
- Support the Senior Youth Engagement Worker in the development of the service and the offer we have.
- To support the marketing and sales of the service through the delivery of the marketing strategy for the project especially in the West of Norfolk
- To ensure that young people are treated with respect and dignity, and are empowered to make informed decisions about their own lives.
- To develop the use of and support of volunteers in YIF project. In particular, ensuring that successful young people, who are involved the programme, have the opportunity to volunteer.
- Work alongside partner agencies to promote positive mental health.

Safeguarding

- To ensure that YMCA Norfolk's Safeguarding Procedures, Policies and Operational Guidance are delivered in line with our values and ethos.
- To ensure the primacy of safeguarding children, young people and adults within or connected to YMCA Norfolk.
- To promote the welfare of children, young people and adults within or connected to YMCA Norfolk.

Internal Communications

- To ensure effective liaison with YMCA Norfolk staff and volunteers regarding relevant issues and information.
- To input into cross-locality and cross-organisational working groups if requested, to support wider organisational objectives.


Development

- To champion positive mental health for young people and children within YMCA Norfolk and the programme.
- To ensure that the service provided by YMCA Norfolk is developed by a commitment to continuous improvement and quality assurance.
- Attend and contribute in team meetings when possible to further the service areas community work in line with the Organisations vision and strategy.
- Attend and participate in regular one to one line management and an annual appraisal.

Performance Management

- To ensure that the performance and contractual requirements of YMCA Norfolk and its funders are met and that young people receive a high quality person-centred service that is in line with YMCA Norfolk's values.
- To work to YMCA Norfolk's Outcomes Monitoring Framework, to evaluate the success for young people and use this to improve service delivery and innovate.
- To be alert to and manage risk effectively in all locations.
- To ensure all reporting is completed on time and is of the required detail and quality.
- To adhere to all lone working policies and risk assessments provided for you by YMCAN.
- To actively take part in required mandatory training as part of the yearly cyclical training calendar.
- To operate within clear professional boundaries and work within YMCA Norfolk's Staff Code of Conduct.
- To operate within the Behaviours Framework embedded across the organisation.
- To implement and adhere to YMCA Norfolk's Policy and Procedures at all times.

Involvement

- To actively encourage a culture of involvement and inclusion of young people in the work.
 - To engage in wider involvement opportunities and activities of YMCAN.
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Equality and Diversity

- To act in accordance with YMCAN’s equality, diversity and inclusion policy and procedures, to ensure that the Association is compliant with legal and regulatory requirements.

Christian Ethos

- To work in line with the Christian values of the organisation within the service area.
- To ensure all policies, procedures and working practices within the service area support the Christian ethos and values of the Association.

To carry out any other tasks that may be required from time to time in accordance with the post holder’s capabilities and the changing working environment.

Terms and Conditions

Pay:	Grade D £10.24 per hour
Hours:	3 hours per week
Contract:	fixed
Shift Pattern:	Hours of work will be flexible across the week to meet the needs of the service. There will be a requirement to work evenings and some weekends.
Annual Leave:	33 days (pro rata if part-time) per annum inclusive of Bank and Public Holidays.
Pension:	Access to contributory stakeholder pension scheme after 3 months.
Notice Period:	1 month
Conditions of Appointment:	Satisfactory references and satisfactory DBS check. This post is subject to a 6 month probationary period.
In Service Training:	Time allowed for in-service training, subject to budgetary provision.



<p>Scale Staff</p>	<p>n/a</p>
<p>Sites</p>	<p>Visits to YMCAN offices will be required from time to time.</p>
<p>Discretion to Act</p>	<p>Any expenditure within the role is to be approved by the Senior Youth Engagement Worker.</p>
<p>Environment</p> <ol style="list-style-type: none"> 1. YMCA Norfolk operates on a 24 hour, 365 days per year basis. 2. Unsocial hours 3. Risk 	<p>In extreme circumstances, the post holder may need to be contacted in the event of an emergency related to their Service Area.</p> <p>The post will require you to deliver to youth groups on a weekday evening. There may also be evening meetings and work on some weekends.</p> <p>The post holder works detached so the potential risk is assessed as being medium. There may be times when you are lone working and Out of Hours support will be applied.</p>



Person Specification

Job Title	Youth Engagement Worker (Mind Matters)	
Category	Essential	Desirable
Knowledge	<p>K1 - Understanding of effective participation methodology</p> <p>K3 - Understanding of effective Mental Health Practices</p>	<p>K2 - Demonstrable understanding and up to date knowledge of Youth work policy and practice</p>
Skills	<p>S1 - Engagement skills with young people and adults from a variety of backgrounds</p> <p>S2 - Excellent interpersonal skills, sufficient to communicate effectively with a wide range of staff, young people and external contacts</p> <p>S3 - Excellent written and verbal communication skills</p> <p>S4 - Time and project management skills</p> <p>S5 - Presentation and delivery skills</p>	
Aptitude	<p>A1 - Competent user of MS Outlook, Word, PowerPoint and Excel</p> <p>A2 - Able to develop strong positive working relationships with colleagues</p>	
Experience	<p>E1 - Experience of delivering workshops, assemblies or courses to a range of audiences</p> <p>E2 - Experience of youth participation and involvement</p> <p>E3 - Experience of acting in an advisory capacity, confidently making recommendations to external partners</p>	



	E4 - Experience of running group sessions /activities with young people	
Education	<p>Q1- Qualification from MHFA England to deliver Mental Health First Aid</p> <p>Q2 - "O" level / GCSE or Equivalent in Maths and English</p> <p>Q3 - Evidence of recent relevant training</p>	Q4 - Qualification in a mental health related field
Christian Ethos	V1 - In sympathy with the Christian Identity of the YMCA	
Personal Qualities	<p>P1 - Able to present self and work effectively</p> <p>P2 - High levels of honesty, integrity and discretion</p> <p>P3 - Able to work with and support young people from all backgrounds</p>	
Circumstances	<p>C1 - Able and willing to work unsocial hours</p> <p>C2 - Hold a full driving licence and have own transport</p>	
Health	H1 - Able to meet the requirements of the post with or without reasonable adjustment	
Equality and Diversity	O1 - An understanding of equality and diversity	

