

Job Description			 Nottinghamshire County Council
Title Youth Support Worker Level 2	Department: Children, Families Cultural Services	Post Ref Add Ref	
Job Purpose Works directly with young people to develop their social education by delivering programmes of activities and services alongside other staff in the unit Takes charge of youth work sessions, including oversight of other staff, completing quality assurance requirements and undertaking day to day admin tasks Can be delegated responsibilities for the planning, organisation, monitoring, evaluation and evidencing of the unit's programme of social education activities and services			
Key Responsibilities <ol style="list-style-type: none"> 1. Work directly with young people to promote their personal development, social education and well being 2. Be responsible for all aspects of any youth work sessions of which they take charge, including oversight of staff 3. Contribute to the planning, development, delivery and evaluation of the unit's programmes of youth work, including taking responsibility for certain aspects or tasks 4. Undertake work with young people in accordance with the Young People's Service curriculum 5. Take responsibility for an area of curriculum development or service development in the unit 6. Liaise with other agencies, organisations and community groups 7. Attend staff, team and county meetings, and staff conferences as directed 8. Take part in supervision and the Performance and Development Review process, and undertake training as identified by the line manager 		Key Accountabilities <ol style="list-style-type: none"> 1. Contribute to meeting the unit's agreed targets and completion of quality assurance requirements, including taking responsibility for certain aspects or tasks 2. Work with the head of the unit to develop and implement strategies to celebrate diversity and promote anti-oppressive values and attitudes 3. Ensure work undertaken complies with Health and Safety requirements and Safeguarding procedures 4. Work with the head of the unit to ensure the day to day organisation and administration of the unit, including taking on delegated tasks and responsibilities 5. Maintain appropriate records of planned work and work undertaken 	
The post holder will perform any duty or task that is appropriate for the role described			
Person Specification			

<p>Education and Knowledge</p> <ol style="list-style-type: none"> 1. Willingness to complete Local Qualification in Youth Work at Level 2 (National Qualification Framework) 2. Understanding of issues affecting young people in the 10 - 18 age range and experience of addressing some of these issues 3. Understanding of Health and Safety issues concerning young people and experience of work undertaken to address some of these issues 4. Understanding of and a commitment to equal opportunities and experience of developing and implementing appropriate strategies 5. Understanding of the conduct required of a youth support worker 	<p>Personal skills and general competencies</p> <ol style="list-style-type: none"> 6. Puts into practice the Council's commitment to excellent customer care. 7. Works efficiently and effectively and actively looks for ways of improving services and outcomes for customers. 8. Works well with colleagues but also able to work on their own initiative. 9. Shares the Council's commitment to providing a safe environment for customers and staff and also treating all with respect and consideration
<p>Experience</p> <ol style="list-style-type: none"> 10. Experience of formal and/or informal youth work and young people in a paid and/or voluntary capacity 11. Experience of planning, developing, delivering and evaluating programmes of youth work 12. Experience of working as an effective team member and an awareness of the importance of teamwork 13. Potential for forming and sustaining positive relationships with young people and making appropriate interventions 14. Experience of and ability to plan, forecast and record own work and that of the team 15. Experience of liaising with other organisations, agencies and community groups 	<p>Role Dimensions</p> <ol style="list-style-type: none"> 16. Working as part of a team to deliver activities for young people 17. No financial responsibility 18. No responsibilities for supervision of staff <p style="text-align: right;"><i>Please attach a structure chart</i></p>

Date 31/01/2011

Tier 7 Frontline