

## LEAD YOUTH DEVELOPMENT WORKER LINTON (CAMBRIDGESHIRE)

### SECTION A: JOB DESCRIPTION

1. ORGANISATION: ROMSEY MILL
- ADDRESS: HEMINGFORD ROAD  
CAMBRIDGE  
CB1 3BZ
- TEL.NO. - (01223) 213162
2. JOB TITLE: LEAD YOUTH DEVELOPMENT WORKER
3. RESPONSIBLE TO: YOUTH DEVELOPMENT TEAM CO-ORDINATOR
4. JOB PURPOSE: To develop and deliver youth work provision in Linton and manage the work of youth workers operating in surrounding areas, supporting young people (aged 10-21) to overcome challenge, live fulfilling lives and inspire change in the world around them. To lead a team of youth workers and volunteers to deliver detached sessions, one-to-one work, young people-led group activities, open access youth clubs, school based early intervention and transfer support, alternative education work and residential experiences creating opportunities with young people to overcome disadvantage, promote inclusion and develop personal, social and spiritual well-being. This work will be delivered in partnership with The Beacon Youth Trust, a Christian charity, established by the churches of Linton (Cambridgeshire) and supported by local people.

### 5. MAIN RESPONSIBILITIES:

#### 5.1 Development of work with Young people – 60%

- Build relationships with ‘at risk’ and disadvantaged young people and develop youth work provision in response to their needs that will grow confidence, character, skills and aspirations.
- Create opportunities for young people to explore and experience the Christian faith for themselves, including coordinating and running weekly church-based youth groups and creating new opportunities in conjunction with the two partner churches, Linton Free Church and St. Mary’s C of E.

#### 5.2 Work with Partner Organisations – 10%

- Generate, lead and contribute to partnership working with external organisations and agencies including schools (notably Linton Village College), voluntary sector groups, churches, Parish, City, and County and Councils, health services and housing societies in developing effective youth work provision in the designated area of work.

### 5.3 Management and Development of People, Processes and other Resources – 30%

- Oversee, develop and manage the Romsey Mill/The Beacon Trust youth work provision in Linton and surrounding areas including the effective supervision of the existing team of youth workers and volunteers.

### 6. ENVIRONMENT:

- The Beacon Trust operates a small youth venue on the recreation ground in Linton. The worker will also make use of other facilities at schools, community centres, churches etc. They will also engage in detached/outreach work in Linton. Romsey Mill's main centre on Hemingford Road in Cambridge city consists of various offices, meeting/training rooms, an arts and media suite, coffee bar, a large 'activities' hall and other amenities.

### 7. RELATIONSHIPS:

- **Internal** - The post-holder will work directly with other programme staff and supervise/support part-time youth workers and volunteers. The worker will be managed by and report to the Youth Development Team Coordinator and the Programme Committee. The worker will also be required to meet occasionally with the board of Trustees of Romsey Mill and The Beacon Trust.
- **External** – The post-holder will be expected to work with a range of individuals, organisations and agencies from the voluntary and statutory sectors including teaching and pastoral staff at schools, church youth workers, District/City/Parish Councils and locality youth workers.

## **SECTION B: PERSON SPECIFICATION**

### **1. QUALIFICATIONS:**

#### **Essential**

- 3 years of professional youth work experience.
- General qualification to Level 3 (A levels or equivalent) including Level 2 (GCSE) in English & Maths.

#### **Desirable**

- A degree
- BA (Hons) or PG Cert/PG Dip or MA in Youth and Community Work or Youth work and Community Development or other JNC recognised professional range youth work qualification.

### **2. EXPERIENCE AND SKILLS:**

#### **Essential**

- Able to demonstrate considerable experience of building effective relationships with young people.
- Proven ability to pioneer and develop work in response to the needs of young people.
- Experience in creating and developing opportunities with 'hard-to-reach' young people aged 10-21 (those facing social exclusion, disadvantage and disaffection) including those young people living vulnerable lives due to complex family circumstances.
- Skilled in developing, leading and managing self and others.
- Experience of leading partnership work in a community development context, with faith-based groups and other civic organisations.
- Experience in facilitating young people's exploration of their values and beliefs thereby encouraging their personal, social & spiritual development.
- Proven communication skills – both verbally and in writing.
- Ability to plan and prioritise workload within a context of multiple demands.
- Hold a current driving licence.
- Willing and able to drive a minibus (D1 or Midas permit) or commitment to undertake test.
- Good understanding of and commitment to Equal Opportunities.
- Knowledge of Health and Safety matters.
- Knowledge of Safeguarding children and young people policy and practice.

#### **Desirable**

- Able to demonstrate some experience of supporting students and volunteers.
- Access to a private vehicle for work use.
- Experience of relationships and sexual health work with young people.

### **3. ATTRIBUTES:**

- Identifies as a Christian, and is able to contribute actively to the distinctive aims, ethos and values of Romsey Mill and The Beacon Youth Trust (this is a Genuine Occupational Requirement).
- A dynamic and articulate individual able to communicate effectively with young people, other workers and members of the wider community.
- Passionate about young people and transformation.
- Proven ability to pioneer and lead new projects and confident in their personal ability.
- Flexible over hours of work.

- Works highly effectively as part of a team and under their own initiative.
- Acts with integrity and empathises with others.

## **SECTION C: TERMS AND CONDITIONS**

**1. SALARY:** £24,313 to £26,317 - starting salary dependant on experience and qualifications.

### **2. HOURS OF WORK:**

- The role will require flexibility but the normal working week will be 37.5 hours, including evening sessions. Occasional meetings with local churches on Sundays.

### **3. PAID LEAVE ENTITLEMENT:**

- You are initially entitled to 25 days pro rata annual paid holiday plus public holidays. Holiday entitlement increases, based on length of service. Full details as given in contract of employment.

### **4. SICK PAY PROVISION:**

- Romsey Mill operates a discretionary Sick Pay Scheme for employees. Full details as given in contract of employment.

### **5. PENSION ENTITLEMENT:**

- Romsey Mill has a Qualifying Workplace Pension Scheme under auto-enrolment for all employees. Full details as given in contract of employment.

### **6. PERIOD OF NOTICE OFFERED AND REQUIRED:**

- The post holder is required to give 8 weeks notice following the probationary period. Romsey Mill is required to give a period of 8 weeks to the employee. Please refer to contract of employment for further details.

### **7. CONDITIONS OF APPOINTMENT:**

- The employment will be subject to satisfactory references and DBS check. This post is subject to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 and (Exceptions) (Amendment) Order 1986.

### **8. IN SERVICE TRAINING:**

- The person appointed will participate in In-service Training Modules and other learning opportunities, for which budgetary provision will be made.

### **9. MISCELLANEOUS:**

- The Youth Development Team Coordinator will be responsible for carrying out regular supervision sessions and work reviews with the post holder.