

Youth Activity Worker

Job Description & Personal Specification

Overview

Centre:	Youth Development (King's Park, Northampton)
Position:	Youth Activity Worker
Reporting to:	Youth Development Manager
Hours:	26 Hours (including evenings and occasional weekends)
Role Type:	Permanent, Part-time.
Overall Purpose:	Youth Activity Workers are responsible for assisting in setting up vibrant youth clubs; delivering engaging activity sessions, meeting the needs of young people in communities and providing enthusiastic role models for young people.

Job Description

All Youth Activity Workers are confident in delivering a range of activity sessions to young people in our affiliated youth clubs and groups in Northamptonshire. They are competent communicators verbally and in writing and should be able to represent NAYC with enthusiasm and professionalism. Youth Activity Workers should be excellent networkers and identify youth work opportunities. Their work has appropriate accountability through a supportive management structure. Youth Activity Workers join a Youth Development Team with opportunities to develop and learn through team meetings, youth projects and training.

1. Plan and deliver fun and varied activity sessions for young people in NAYC's affiliated youth groups and clubs countywide. Sessions are arranged in conjunction with the Youth Development Coordinator for that area.

Activity sessions are usually during weekday evenings and run for 1-2 hours.

Activities include Games, Sports, Crafts, Discussions and Workshops.

2. Visit NAYC affiliated youth groups on a regular basis to encourage and support leaders and promote NAYC / ACUK activities and services.

Complete appropriate Activity Reports and update YD office records.

3. Actively seek out opportunities to start up new groups and clubs through networking, research and community engagement.

Keep appropriate records of these opportunities.

4. Encourage affiliated groups involvement in NAYC / ACUK events and wider activities.
5. Support NAYC local Youth Forums and raise awareness of the importance of youth involvement and engagement.
6. Attend NAYC run activities and events, including occasional residential events.
7. Support NAYC / ACUK Activity clubs and programmes during school term breaks.
8. Attend weekly Team meetings and occasional project meetings as required.
9. Keep up to date records.
10. Use social media to promote NAYC's work and activity.
11. Assist in other aspects of NAYC's work that may be required, as necessary.

This job description dates from November 2019 and may be subject to review at any time as deemed necessary.

Personal Specification

Attributes	Essential	Desirable
Skills	<ul style="list-style-type: none"> • Ability to plan and deliver appropriate and inclusive activity sessions for groups of young people • Ability to travel to different locations across the county • Ability to self-manage and show initiative, without direct supervision • Ability to communicate with people of different ages and levels of authority • Proficient with MS Office applications and writing reports 	<ul style="list-style-type: none"> • Direct work with children and young people • Leadership skills • Working in a Team

<p>Experience</p>	<ul style="list-style-type: none"> • Experience of working with children and young people • Experience of working with voluntary groups and organisations • Knowledge about working with statutory organisations e.g. Local councils, Schools & Education and Health & Social Care. 	<ul style="list-style-type: none"> • Experience of presenting in public • Experience of handling difficult situations and conflict with young people
<p>Education/Qualifications</p>	<ul style="list-style-type: none"> • Appropriate level of education and qualification for the work with children 	<ul style="list-style-type: none"> • Qualification in youth work, sport or social work
<p>Other</p>	<ul style="list-style-type: none"> • Team worker who contributes to the team • Reliable Self-starter able to work to set deadlines and achieve them • Non-judgmental person who demonstrates awareness/understanding of equal opportunities 	<ul style="list-style-type: none"> • A clean driving license