

Job Description

Job Details

Job Title	Youth Worker (8 hours per week)
Location:	Fife Wide
Line Manager:	B:activ Co-ordinator

Main Purpose of Job

- ✓ Responsible for supporting delivery of the B:activ and Climate Action Fife projects and supporting member groups using a youth work approach.

Duties and Responsibilities

General

- Meet with the B:activ co-ordinator on a regular basis to discuss and agree all aspects of the development of the project.
- Take a key role in the delivery of the projects.
- Provide our network with regular updates by posting on social media.
- Using youth work methods, work with the participants throughout the projects.
- Take a key role in organising, planning and delivering games, arts and crafts, education, physical activity sessions and Climate themed activities.
- Be an ambassador for living a healthy life and be passionate about passing on this message.
- Support the B:activ Co-ordinator with development of the Young Volunteer Programme.
- Deliver training for young people as required, including support with Dynamic Youth Awards and Youth Achievement Awards.
- Assist in the delivery of the Young Volunteer programme.

Other duties

- Network with relevant agencies to increase awareness of the projects and Youth 1st.
- Liaise with the Network Support Team to understand the needs of members.
- Provide network support to an allocation of the Youth 1st membership.
- Diversify the offer of youth work activities available to our members.
- Participating in relevant training courses as required.
- Promoting the work of Youth 1st in a positive and exciting manner.
- Visit groups, provide information and training where required.
- Other reasonable duties as identified by the Line Manager.

Person Specification	
Qualifications	<ul style="list-style-type: none"> Relevant qualification in youth work or equivalent or be willing to work towards one.
Relevant Experience/Knowledge	<ul style="list-style-type: none"> Experience of delivering Youth Work. Ability to work in partnership in a range of settings. Ability to engage positively with young people.
Skills and Abilities	<ul style="list-style-type: none"> Strong organisational and programme development skills gained in a relevant youth-focused environment. Ability to motivate others, engage and encourage participation. Administrative, planning and evaluation abilities – good written and verbal reporting skills with the ability to plan and evaluate services and produce written reports. Ability to work to deadlines under pressure and work flexibly in response to changing priorities. Excellent interpersonal skills with the ability to engage effectively with individuals at all levels. Skilled user of IT with good working knowledge of MS Office Ability to travel throughout Fife to deliver sessions and attend meetings. Must have a full driving licence with access to a vehicle. Ability to work flexibly including evenings, occasional weekends and school holidays.
Personal Attributes	<ul style="list-style-type: none"> Self-motivated with an enthusiastic and energetic approach. Confident approach to own learning and continuous improvement of your work. Actively demonstrates the values held by Youth 1st. Keen interest in health and wellbeing and the benefits of physical activity.

Working with Youth 1st	
Salary Range	£24,697 per annum (pro rata)
Hours of work	8 hours per week
Duration of Contract	1 years fixed contract. Possible extension to contract depending on funding.
Pension Scheme	Pension allowance of between 5% and 7.5% of gross salary, matched by the employee's contribution
Leave	8 weeks paid leave per annum inclusive of public holidays, increasing to 9 weeks after 5 years' service.
Other Information	<p>The Job Description is purposefully intended to be of a general nature, defining the main elements of work required for the successful operation of the work of Youth 1st. Job posting is subject to a mandatory PVG.</p> <p>It is recognised that changing circumstances will have a direct bearing on the balance of duties at any particular time. As part of a continuing process, objectives and priorities will be kept under regular review.</p> <p>Youth 1st is a voluntary organisation and is monitored by a Voluntary Board of Trustees.</p> <p>Youth 1st is a Scottish Incorporated Charitable Organisation. Registered Charity: SC006872.</p>