Job Description

Job Title:	Senior Youth Support Worker (With music specialism)
Theme:	Youth
Salary:	£24,336 (21 hours per week pro rata) You will be expected to run a mixture of daytime, evening and weekend sessions. Sessions are generally 3.5 hours in length.
Location:	Chelsea Centre
Responsible to:	Senior Youth Worker
Responsible for:	youth support workers, volunteers and carers

Job Purpose

To support the Senior Youth Worker in the design and delivery of an innovative and engaging youth work programme that meets the personal, social and educational development needs of young people 9-19 years of age (up to 25yrs for those young people who have a lifelong learning difficulty and/or disability).

A key aspect of this role will be to deliver structured Music production courses as a way of engaging hard to reach young people, in order to promote the following Outcomes:

- Sustained Education, Employment and training
- Health and well being
- Safer Communities

Relationship with children / young people required of post:
Working directly with children, young people and/or vulnerable

individuals to the age of 25, delivering activities on both a group and individual basis.
Responsibility for children / young people required of post:
Safeguarding the physical, mental and emotional wellbeing of children, young people and/or vulnerable individuals to the age of 25 and reporting concerns in line with Epic CIC policies and procedures.

Main Duties and Responsibilities

A. Designing and delivering activities

- Support the Senior Youth Worker in the design and delivery of a high quality centre-based programme of activities for children and young people aged 9-19 years and up to 25 years for those with a disability, to help them attain their potential and develop their personal and social skills.
- Support the Senior Youth Worker with the design and development of targeted music programmes that engage hard to reach young people and those who are NEET.
- Support the Senior Youth Worker with all administration linked to the targeted and accredited music programmes.
- Lead on key events at the Centre, designing programmes and managing budgets.
- Establish contact with, listen, advise, support and advocate on behalf of young people.
- Work with targeted and hard to reach, vulnerable children and young people on both an individual and group basis, ensuring that they have full access to activities.
- Devise and promote opportunities for young people to achieve accredited outcomes such as AQA, Arts Award and Duke of Edinburgh's Award.

B. Promoting access and participation

- Work in consultation with young people attending the Centre, encouraging and enabling them to become more involved in decision making.
- Take the lead in welcoming young people to the Centre, introducing them to the range of services and activities available and encouraging participation.
- Liaise as required with parents and guardians, keeping them informed of progress and any issues or concerns.
- Develop opportunities for vulnerable young people to access the centre's provision e.g.: SYV, NEET's, BME Groups, young offenders, looked after children etc.
- Take the lead on marketing and publicity activity for key events.
- Work effectively with other Epic teams and external agencies, supporting projects with a specific focus e.g. socio-violence.
- Deputise for the Senior Youth Worker as required.

C. Managing people and resources

- Co-ordinate the activities of youth workers and volunteers, providing effective supervision to ensure the delivery of planned activity programmes and the achievement of target outcomes.
- Lead the brief and debrief at the beginning and end of shifts.
- Manage the staff rota as required.
- Liaise with external agencies for the provision of suitable activities for young people.
- Support fundraising activity and produce records and reports to evidence outcomes.
- Report any building maintenance issues and ensure these are resolved.

General Requirements

- Follow Epic quality assurance processes to ensure consistency in delivery.

- At all times act with integrity and maintain the highest professional standards.
- To be responsible for and maintain own professional development.
- Adhere to and uphold our mission, vision and values.
- Adhere to and uphold our policies, and in particular those on:
- Equality, Diversity and Anti-Discriminatory Practice.
- Safeguarding.
- Health and Safety.
- Data Protection and Confidentiality.

This job description is not necessarily an exhaustive list of duties but is intended to reflect a range of duties the post-holder will perform. The job description will be reviewed regularly and may be changed in the light of experience and in consultation with the post-holder.

Person Specification	
Job Title:	**Senior Youth Support Worker**
Skills and Competencies	
A	**Qualifications**
	Essential: • A recognised Youth and Community Work qualification (National or Local) at level 3 or above. • Qualification in music production or significant experience in designing and delivering exciting and engaging music programmes for children and young people aged 9-19 years old.
	Desirable: • Degree-qualified in youth work or music production. • Qualification/s and/or training relevant to working with young people who have a LLDD.
B	**Experience**
	Essential: • Demonstrable experience of the design and delivery of a wide variety of programmes, events and projects that support the personal and social development of young people. • Experience of centre based youth work, in particular, occupational health and safety, child protection, off-site activities and the importance of risk assessment to enable rather than restrict experiences. • Experience of working with young people from a disadvantaged background including hard to reach groups such as young people in care and young offenders. • Experience of supervising or coordinating the work of youth workers and/or volunteers. • Track record of developing partnerships and building positive relationships with staff and external organisations. • Experience of creating and managing budgets.

	Desirable: • Experience of building and facilities management.
C	**Knowledge and Skills**
	Essential: • Knowledge of how to run a music studio and deliver specialist music programmes to young people aged 9 -19 years old. • An understanding of issues affecting young people in an inner-city environment. • An understanding of funding sources and how to apply for them. • The ability to motivate and inspire young people from challenging backgrounds to undertake a wide range of structured and unstructured activities. • Good verbal and written communication skills including report-writing. • Ability to plan delivery within budget and meet set targets. • Excellent time management skills. • Ability to work on own initiative.
D	**Committed to working in line with our Epic Values:**
	• People Focused • Employee Led • Improving • Collaborative • Creative • Sustainable • Equity
E	**Committed to our Epic Attributes – able to:***

	• Lead by good example • Be respectful • Be professional • Learn new stuff • Be enthusiastic • Be proactive and entrepreneurial • Be open and honest • Be accountable and responsible
F	**Other**
	Desirable: • Driving licence with D1+E

* Epic's Values and attributes will be assessed at interview stage of the selection process.

N.B. An Enhanced level DBS check is required for all employees working with children, young people or vulnerable adults.