



Job Description

Job Title: Youth Engagement Worker	Grade/ Level: N	Post Number: EO1407
Directorate: Integrated Service for Children and Young People	Job Family: Social and Caring	Date Prepared: 05/11/2010
Role Reports to:- Senior Youth Engagement Worker		

Job Purpose:

- To work as a Lead Professional for young people
- To build effective relationships with vulnerable young people and families
- To offer targeted support through preventative strategies and direct work as part of a multi agency team around the young person and their families

The post holder will work to promote:

- 1) Access to and participation in learning and work.
- 2) Successful transition to adulthood
- 3) Emotional resilience
- 4) Strong and stable families
- 5) Healthy choices and lifestyles
- 6) The voice and influence of young people within their local communities.

The impact of this work will be to:

- 1) Reduce exclusion of young people from learning.
- 2) Increase participation and keep young people in Education, Employment and Training.
- 3) Support young people whose families or support networks are breaking down or at risk of breaking down.
- 4) Reduce the number of young people entering the care system late in their teens and minimise out of Borough Placements for young people
- 5) Reduce involvement in antisocial behavior or activity likely to require the involvement of the youth offending team
- 6) Reduce health inequalities.

The work with vulnerable young people and their families aims to empower communities, build resilience and achieve the best outcomes, linked to the One Swindon priorities.

The aim of the post is:

“To be ambitious for every child and young person, to encourage them to have high aspirations, and to enable them to be ‘the best that they can be.’”

Key Accountabilities:

You will be required with support and training to:

1. Build effective relationships with a targeted group of young people in order to help them assess their own needs with a view to overcoming barriers, building resilience and developing personal and social skills in order for them to meet their potential.
2. Deliver impartial advice, guidance and support to vulnerable young people, through 1:1 or group sessions, to enable them to make informed choices and decisions and to make successful transitions into employment, education and training.
3. Work in a multi disciplinary team and in partnership with other agencies and professionals to ensure there is a coherent and consistent approach to addressing the needs of young people. When acting as Lead Professional you will be supported to work closely with those agencies to ensure integrated and coordinated services produce results.
4. Focus on early intervention and preventative work to increase young people's life chances combating problems before they escalate and so reduce the need for further interventions from specialist services.
5. Communicate effectively with young people and their families and motivate them to address issues which may be creating barriers to progression. To empower young people, families and communities to take responsibility and control of solutions themselves.
6. Support the development and delivery of informal, accredited education using personal and social development programmes and bespoke packages of support to meet the needs of young people, enabling them to develop a wide range of skills, capabilities, networks and relationships in order to make a successful transition into adulthood
7. When supported to act as the Lead Professional for a young person to assess their needs using the Common Assessment Framework in order to identify unmet needs and to overcome barriers to ensure a successful transition from school, college or other provision.
8. Share information and contribute to statutory assessments as required
9. Contribute to multi agency planning, reviewing, and Team Around the Child (TAC) meetings to ensure that all young people's plans are outcome focussed and subject to agreed quality standards to inform what works best.
10. Attend and contribute to other multi agency meetings which have a specialist/statutory focus to ensure a common process is followed as set out in the integrated working guidance.
11. Assist vulnerable young people to develop and review their personal and learning plans as part of the common assessment process, increasing their capacity to participate in learning, raise their aspirations and help them to overcome any barriers to success.
12. Work with young people in their family and community context, promoting the ethos of good Citizenship and an understanding of themselves and the communities in which they live.
13. Contribute to a professional service that safeguards and promotes the welfare of vulnerable young people and families within their local and wider communities, hold onto the baton and support and coordinate others in their contribution to a TAC plan.

14. Maintain detailed records of all contacts with young people in accordance with SBC guidelines in order to monitor and track outcomes for young people.

15. To support the development of less experienced practitioners delivering support to children and young people. This will mean regularly supervising and coordinating the work of support workers when they are working with you and vulnerable, young people.

16. To take delegated responsibility for staff, volunteers and activity delivery when directed to do so by the Senior Youth Engagement Worker.

Supplementary Accountabilities:

1 To advocate on behalf of young people to ensure that their voice is heard to take their views into account, and to enable them to have an influence in their local communities.

2.To have a commitment to involve young people in the design, delivery and evaluation of services.

3. To enable young people, families and communities to build capacity to meet their own needs, and to develop their negotiation skills in order to support them in achieving successful outcomes.

4.To contribute to the development of the role, the overall service and to community enablement.

5. To engage with families and parents in order to build parental capability and empower families, enabling them to become self-sufficient.

6. To contribute to the development of a network of mentors, volunteers and coaches who can provide appropriate support and challenge, to young people and their families.

7. To support the development of partnerships across the private, voluntary and community sector to ensure that integrated ways of working are coherent and consistent.

8. With support to work innovatively with partners and the community in a fully integrated manner to help create a strong and growing level of support for young people and their families.

9. To work professionally and sensitively with a range of information, making good sound judgements regarding when it is appropriate to use and share.

10. To actively contribute to team meetings and the ongoing development of the team.

11 As a reflective practitioner to take part in regular supervision and appraisal processes.

Job Scope: *Number and type of jobs directly managed:*

4/5 part time YESW - co-ordinating workloads

Typical tasks supervised/allocated to others:
The Youth engagement workers will supervise and coordinate the work done by the youth engagement support workers when they are working together with vulnerable young people.

Job Scope: *Direct responsibility for financial resources and / or physical assets*

Budget: May manage small sums of money in Budget holding lead professional role under supervision

Assets: Laptop, mobile phones and equipment used in activities with young people

Knowledge, Experience and Skills:

A relevant level 4 qualification or equivalent professional accredited qualification plus some recent experience of working with young people.

To demonstrate knowledge of child and young people's development including personal and social and emotional areas.

To have knowledge of the education system, the range of progression pathways in learning and work, the qualifications framework and to be up to date with developments in learning opportunities for 13 to 19 year olds.

To have good communication skills.

To understand the complex and changing nature of relationships experienced by young people. To be able to use this knowledge with support to creatively work with disengaged young people and their families to help them to overcome barriers to personal, social, educational and economic progression.

To demonstrate understanding and skills of the assessment of young people and families and to be able to link this to agreeing with them the necessary and relevant outcomes in order that any work planned is evidenced as being effective.

To demonstrate the knowledge and experience of using the skills required to plan, deliver, and critically evaluate the delivery of accredited personal, social and emotional development education programmes and positive activities.

Some experience of working or volunteering in a variety of settings, activities and opportunities using successful methodologies, in order to help establish and sustain purposeful environments where young people feel safe, secure, confident and valued.

Experience of working collaboratively with other professionals in order to coordinate a multi agency package of support for young people.

To demonstrate some skills and knowledge to plan, deliver, monitor and critically evaluate innovative and creative interventions with young people and families to meet the agreed outcomes following assessment.

Knowledge and evidence of experience of working with vulnerable young people and families with an emphasis on early preventative intervention work.

To be able to demonstrate evidence of understanding and working to promote equality of opportunity, challenge stereotypes with young people, families, professionals, and agencies.

A current knowledge of youth cultures and the issues that affect young people.

A working knowledge of recent legislation, central government policy and local policy and procedures that would be relevant to working with children and young people.

Knowledge of why effective transition at various stages in life is critical for young people and how it can impact on confidence and achievement.

To have some experience of working or volunteering with vulnerable young people and families, for example, disabled people, ethnic minority groups, young carers, young parents, young offenders, young people with substance misuse issues, mental health issues and different sexual orientation.

Demonstrates knowledge of the Local Procedures related to safeguarding and how they are applied in service delivery.

Demonstrates readiness to learn the skills and knowledge necessary to manage a busy and unpredictable workload in order to focus on priorities and to complete work within agreed timescales.

IT literate and some experience in the use of databases for the recording and analysis of practice and results.

Experience of recording sensitive information, maintaining client case files and working within confidentiality and data sharing policies.

Commitment to own ongoing personal and professional development

Decision Making:

Making decisions through an understanding and demonstration of behaviours, culture and working practices that enable collaborative and effective working within an integrated team.

To support young people's personal, social and emotional development through integrated working in line with appropriate protocols.

To regularly make decisions in day to day operational situations in response to sudden changes in situations and circumstances associated with working with vulnerable young people.

The awareness of confidentiality protocol in making day-to-day operational decisions about potential risk.

With support to be able to make appropriate assessment of risk when working with young people and their families.

The ability to develop appropriate solution focused action plans following assessment.

Confidence and experience to make appropriate autonomous decisions when working in the field within the framework agreed via line management supervision.

To be skilled at using the resources available, to use them effectively and to prepare and secure additional resources to meet specific needs.

Contacts and Relationships:

To build effective relationships with young people.

To have knowledge and understanding of the rationale for and importance of integrated working and the opportunities and challenges it creates.

To apply knowledge from their own background to the development and delivery of effective

integrated working that meets the needs of young people.

To establish good relationships with young people, parents, carers and the community in order to ensure that health, education, emotional, physical and social needs are met.

To meet and work with young people and families in their homes and in local settings

To build effective working relationships with a range of professionals such as teachers, health professionals, housing and the police in order to plan and provide services to meet the needs of young people.

To advocate, within professional boundaries, on behalf of young people and their families with other professionals.

Creativity and Innovation:

The ability to work on ones own initiative and also collaboratively as part of an integrated team.

To work innovatively with partners and the community in a fully integrated manner to help create a strong, sustainable network of support for young people and their families.

To reflect on and improve performance by investing time in personal development to improve practice.

To be able to prioritise and manage the workload with support using a wide range of strategies within a complex and demanding environment.

To be flexible and creative in order to identify solutions to support young people and their families in achieving greater resilience and self-sufficiency.

Emotional Demands of the job:

The appropriate knowledge, skills and evidence of experience of being able to establish and maintain professional boundaries with young people, families and communities.

All of the work will be with young people with a range of complex needs (that may include significant emotional, physical, and social needs) and in challenging circumstances and environments.

Demonstrate a high level of personal resilience.

Job Specific Competencies:

Your role will involve working directly with young people, families and communities.

To contribute to work to establish and sustain purposeful environments where young people feel safe, secure, confident and valued.

To be able to communicate effectively and to engage with young people and families using listening, consultation and influencing skills.

To engage in Continuing Professional development to sustain and enhance reflective practice given the ever changing landscape of improving services and meeting new challenges.

To effectively use supervision as a tool to manage the emotional demands of this role.

To adhere to the Data Protection Act and agreed SBC data entry systems, ensuring records are accurate, secure and up to date.

Work within agreed timescales to contribute to quality assurance processes, procedures and performance management framework.

To be able to negotiate with partner agencies and to advocate on behalf of young people and their families.

Skills to use assessment tools in order to plan effective interventions

Features of the role:

Regular day, evening and weekend work is required for this role.

Working in a variety of settings which could include The Platform, Youth Centres, schools, home visits, detached settings, local communities, residential and 'off site' activities.

To work effectively with individuals as well as small and large groups of young people.

To work within agreed confidentiality policy and procedures.

The post requires an enhanced CRB clearance.

Health and Safety:

In accordance with the provisions of the Health and Safety at Work etc. Act 1974 and the Management of Health & Safety at Work Regulations 1999 you must take reasonable care so as not to endanger yourself or other persons whilst at work. You must also co-operate with the Council to enable it to comply with its statutory duties for health and safety.

You must work in accordance with training or instructions given, make proper use of any personal protective equipment provided and inform your manager of any hazardous situations or risks of which you are aware.

You must ensure you undertake responsibilities relating to your position as detailed within your Directorate Health and Safety Policy

Data Protection:

In accordance with the provisions of the Data Protection Act 1998, jobholders should take reasonable care to ensure that personal data is not disclosed outside the Council procedures, or use personal data held on others for their own purposes. In accordance with the provisions of the Freedom of Information Act 2000, ensure requests for non-personal information are dealt with in accordance with the Council's written procedures.

NOTE:

This job description is intended as a general guide to the duties attached to the post and is not an inflexible specification. It may therefore be altered from time to time to reflect the changing needs of the department, always in consultation with the postholder.

Employee Signature:

Print Name:

Date

Line Manager's Signature

Print Name:

Date: