



Amazing Futures Youth Worker Job Description

Job Title:	Amazing Futures Youth Worker
Grade:	£28,420.00 - £30,450.00 pro-rata (based on 35 hours week) equivalent to £15.62-16.73/hr
Responsible to:	Amazing Future Co-ordinator
Hours of work:	21 hours per week on Tuesday, Wednesday and Thursdays. <i>Applicants must be available to work evenings on these days as part of their contracted hours.</i>
Contract type:	Fixed term 1 year with the possibility of extension
Annual Leave:	25 days pro rata
Location:	Working out of office in central Brighton and attending regular group sessions at different venues across the city. Occasional travel to other locations in East Sussex

Key Dates

- The closing date for applications is **9am, Monday 13th July**
- The provisional date for interviews is **Thursday 30th July**

About Amazing Futures

Amazing Futures (AF) is a youth programme offering activities, social groups and support to young people with special educational needs and disabilities (SEND) aged 14-25 in Brighton and Hove and East Sussex. AF enables young people to be more involved in their community, to explore and understand their ideas, values and beliefs, to improve their confidence and to develop their life skills as they transition to adulthood. Youth work interventions are based on the Five Ways to Wellbeing and Preparation for Adulthood frameworks and in particular help build the resilience and improve the emotional health and wellbeing of young people. AF also has a strong commitment to community development work with young people. The eventual aim of the work is that young people will control and manage their own groups and activities. It is youth led project empowering young people to have a place where their voices are heard and valued and where they can be unapologetically themselves.

Main Purpose of the Job:

- To guide and support young people with SEND aged 14-25 in their personal, social and educational development to help them access and develop opportunities and resources and to facilitate positive change
- To work in partnership with other services, developing and maintaining excellent liaison and communication with them
- To adopt a relational, trauma-informed, asset-based approach that is underpinned by co-production with YP
- To maintain high standards of project administration through professional and timely communication with referrals, young people and families, accurate record management and consistent use of tracking and monitoring systems.

	Youth work delivery
1	To reach out, engage and welcome young people into AF
2	To support each young person to engage in a range of positive activities, community and leadership opportunities, building relationships and trust with young people

3	To plan, prepare and facilitate youth work interventions
4	To work with a small caseload, arranging peer support from YP volunteers and/or providing coaching support (approx 25% of the role)
5	To help young people identify their own needs and work towards meeting these needs in a way that promotes their own active involvement.
6	To work in partnership with families and other key people in a young person's life, as well as with professionals from other organisations involved with young people, such as social care, health, education, in order to build a strong support network
7	To link parent carers to other appropriate support services (within and beyond Amaze), and provide them with a point of contact in relation to their young person
8	To liaise with Amaze staff to develop resources, including tools and guidance for staff documenting key processes and procedures, and 'life-skills resources' for use by YP.
9	To work closely with Amazing Futures YP interns and YP voice groups to co-produce Amaze's youth work delivery
10	To facilitate formal and informal consultations with young people about their needs and how other need to respond
11	To work with parent carers, the Parent Carer Forums and others to win support for improved provision and act as an advocate for young people's interests

	Resources and co-ordination
1	To manage small budgets where appropriate
2	To maintain AF resources and equipment
3	To ensure health / safety checks and risk assessments are carried out for all activities
4	To ensure volunteers are supported appropriately
5	To comply with and implement Amaze's Safeguarding policy, Equal Opportunities Policy, Health / Safety Policy and Procedure and other policies and procedures

	Interagency and partnership working
1	To maintain an excellent up-to-date knowledge of other services within B&H for young people, to promote opportunities available and signpost appropriately
2	To work with other agencies, develop relationships, communications and referral pathways with organisations who provide services to young people
3	To attend and contribute to multi-agency meetings where appropriate in relation to a young person's needs
4	To contribute to the development and delivery of pathways for SEND young people

	Monitoring and evaluation
1	To ensure that timely and accurate records are maintained, recording session attendance, interventions, case notes and outcomes for young people
2	To evaluate the effectiveness of activities, interventions and group work with YP
3	To prepare reports, information and data, including making presentations
4	To work closely with the fundraising team, identifying sources of funding and helping prepare funding applications

	General Responsibilities
1	To work within the framework of all Amaze policies and procedures
2	To attend team meetings, supervision, group reflective practice and training as needed
3	To be self-servicing with use of appropriate IT
4	To carry out other duties appropriate to the role

Person specification

Person specification:	Essential	Desirable
Experience		
Working with young people with a wide range of needs, engaging them in activities and services, and building relationships with them	✓	
Planning, preparing, leading and delivering 1:1 youth work and group work	✓	
Linking with other services and multi-agency working	✓	
Working to agreed targets and towards achievement of agreed outcomes	✓	
Recording, monitoring and contributing to reporting on services	✓	
Working with families and/or young people with SEND		✓
Knowledge		
Understanding of the needs, challenges and difficulties that young people with SEND face in their lives and a commitment to meeting these needs	✓	
Appropriate qualification in Youth Work or commitment to work towards this		✓
Facilitating small group sessions/coaching, offering guidance and support	✓	
Safeguarding policies and procedures	✓	
Risk assessments	✓	
Skills		
IT (word processing, emails, electronic diary, database and spreadsheets)	✓	
Organisational / time management	✓	
Appropriately providing and receiving confidential information of a sensitive /complex nature, assessing risk and making individual safety plans with YP	✓	
Verbal interpersonal skills, including listening, and ability to build trusting relationships with YP and professionals	✓	
Producing written information that is accurate and accessible	✓	
Ability to work on own initiative, and collaboratively as part of a team	✓	
Qualities		
Able to work calmly under pressure in a busy environment	✓	
Commitment to co-production	✓	
Able to travel around B&H and Sussex	✓	
Flexible in approach and ability to work outside normal working hours	✓	
Commitment to the values and principles upheld by Amaze	✓	

No candidate will meet every essential and desired criteria. If your experience looks a little different from what we've identified and you think you can bring value to the role, we'd love to learn more about you.