

JOB DESCRIPTION

POSITION:	Youth Worker (Paisley)
REPORTS TO:	Youth Development Worker (Paisley)
SALARY:	£21,571 - £25,509. per annum (pro rata'd to £12942.60 - £15,305.40) depending on experience
EMPLOYMENT TERM	1 year fixed term contract (extension depending on funding)
HOURS OF WORK:	On average, 21 hours per week, with an expectation that the worker will be able to be flexible with working hours and allocate hours to any events or activities which may be a required part of the post. Applicants should be available to work on Tuesday and Thursday evenings.

CREATE PAISLEY

CREATE Paisley (CREATE) is an innovative and creative youth arts charity working throughout Renfrewshire, which seeks to see **'young people transformed through creativity, community, confidence and finding their voice'**.

CREATE runs creative arts projects, youth forums and weekly drop-ins within school and community settings. CREATE works in partnership with a wide variety of groups in the area, and is supported and run by a dedicated staff team.

The events and activities which CREATE run are underpinned by our vision and values: creativity, community, confidence and voice.

PURPOSE OF JOB

Create Paisley is looking to appoint an experienced Youth Worker to support and develop our current youth work provision including our youth arts drop in, and co-production of a wellbeing project for 16-25-year-olds.

Please note applicants must have experience of working with young people between the ages of 10-25-years-old.

The Youth Worker will:

1. Support and lead youth work activities
2. Develop supportive relationships with young people
3. Work with the Volunteer Coordinator and Youth Development worker to set up and establish a well-being project for 16-25-year-olds
4. Implement evaluation and reflective practice in all activities



RESPONSIBILITIES

SUPPORT AND LEAD YOUTH WORK ACTIVITIES

- Support and/or lead regular youth arts workshops and activities in Paisley
- To develop youth work in response to young people's needs and aspirations
- Support volunteers, ensuring that volunteers are safe, involved and know their role
- Conduct risk assessments as required
- Work as part of a team to plan sessions in advance, developing content, themes and arts activities
- To inform management and/or safeguarding coordinators of any concerns relating to sessions
- To complete and/or contribute to reports as necessary

DEVELOP SUPPORTIVE RELATIONSHIPS WITH YOUNG PEOPLE

- To support young people through mentoring
- To help develop and implement creative approaches and tools for 1 to 1 and mentoring work
- To maintain the ethos of the organisation by providing a caring, safe and supportive environment.
- To develop and maintain positive relationships with young people through conversation and encouraging participation in activities
- Contribute to identifying the needs of young people and helping plan effective programmes
- Engage young people in our activities, ensuring they share their voice and have an active role in CREATE
- Signpost young people to relevant services as required

IMPLEMENTING EVALUATION AND REFLECTIVE PRACTICE IN ALL ACTIVITIES:

- Work as part of a team to evaluate activities with volunteers and young people
- Contribute to sessional reflective practice and relevant documentation
- Work with the Youth Development Worker (Paisley) to keep ongoing records of activities, stories and other useful and relevant information for reporting

WORKING WITHIN CREATE PAISLEY'S VISION, SOCIAL OBJECTIVES & VALUES:

- Adhere to CREATE's four values (creativity, community, confidence and voice) within all areas of our work

OTHER DUTIES:

- Build relationships with partners to develop new connections with groups of young people
- Attend supervision and meetings as required
- Attend training sessions and professional development
- To promote and comply with current legislation and Create Paisley's policies on Health and Safety, Safeguarding, etc.
- Occasionally carry out additional duties in conjunction with Create Paisley charitable objectives

QUALITIES & SKILLS REQUIRED

EXPERIENCE

Possession of a relevant youth work qualification, or significant relevant experience	Desirable
Extensive experience of working with young people	Essential
Experience of working alongside others as part of a team	Essential
Experience of monitoring, evaluation, reflective practice and engaging young people in this process	Essential

KNOWLEDGE AND UNDERSTANDING

Understanding of issues facing deprived communities, in particular young people from these areas	Essential
Understanding of Create's values (Creativity, Community, Confidence, Voice)	Essential
Understanding the history and ethos of Create Paisley	Essential

SKILLS AND ABILITIES

Ability to work with individuals and groups of young people to support them with problem solving	Essential
Ability to record impact of CREATE on young people	Essential
Relational and interpersonal skills	Essential
Ability to plan, manage and prioritise own workload	Essential
Excellent written and verbal communication skills	Essential
Strong IT skills, including proficiency on Mac computers, Google Drive etc.	Desirable

OTHER CRITERIA

Willingness to work evenings and weekends as necessary (usually Monday, Thursday and Friday evenings)	Essential
Flexibility in working, and positive approach to change	Essential
Can undertake any identified training	Essential
Enjoys the experience of working with young people and demonstrates an interest in supporting their personal development	Essential
Employs a creative and imaginative approach to working	Essential

TERMS & CONDITIONS

Staff Development

There will be an induction programme with CREATE Paisley during the first four weeks in post. Training for further professional development may be provided if appropriate.

Criminal Record Disclosure

The post entails working with vulnerable people. CREATE will request a PVG check prior to a formal offer of employment being made.

Conditions of Service:

The post holder will be expected to adopt flexible working practices to suit the demands of the post. Evening or weekend work will be required for which time off in lieu will be awarded, in agreement with the line manager.

Annual Holidays:

34 days' paid holiday during each holiday year or the pro rata equivalent if you work part-time. This includes nine bank holidays in Scotland or a day in lieu where we require you to work on a bank holiday.

Accountability:

The post-holder will be accountable to the Youth Development Worker and will receive regular supervision and yearly job appraisals. The frequency of the supervision meetings will be set with the Youth Development Worker, and will take account of length of service, whether any development or change is in process, and individual preference.

Equal Opportunities:

CREATE is an Equal Opportunities organisation and is committed to being an Equal Opportunities Employer.

Pension:

CREATE complies with the employer pension duties in accordance with Part 1 of the Pensions Act 2008.

Notice of Termination:

Your employment is subject to a probationary period of three months during which your contract may be terminated by one week's notice in writing by either side.

Travel:

Some travel within Renfrewshire and occasionally beyond is required. If the post holder uses their own vehicle, a valid current driving licence and insurance covering the use of the vehicle for work purposes must be held. On these occasions, the mileage rate agreed by the Board will apply.

Privacy

CREATE is committed to ensuring that your privacy is protected and that data collected will only be used in accordance with our privacy policy. CREATE does not sell or provide information to third party organisations and does not share your information with third party organisations for their benefit.

