

## Job description

Job title:	Senior Youth Worker
Grade:	11
Job evaluation reference:	ES619
Job family:	Education and Youth

### Purpose and impact

To lead and develop youth work within a designated locality and its environment, in pursuit of the services' performance standards for youth work in Dorset by developing and implementing a youth work curriculum that meets the needs of young people and addresses service and county objectives and performance targets. To actively be involved in face to face youth work delivery – ideally this would be a minimum of 80% of the post and not less than 60% at any given time.

### Key responsibilities

- Lead targeted youth work within a given locality
- Liaise with multi-agency team to identify those young people who require early help and would benefit from a targeted youth work intervention
- Establish and maintain relationships with young people, schools, partner organisations, and community groups. This relationship involves challenging attitudes and behaviour, in the context of delivering targeted youth work.
- Performing and ensuring the discharge of administrative duties (including budget control, record keeping and health and safety)
- Champion diversity with service users and colleagues
- Responsible for the delivery of evidence based interventions. Maintain recording and evaluation tools required to measure impact and achievement of outcomes.
- Develop and deliver a wide ranging curriculum to meet young people's needs, and address a range of risk issues including emotional wellbeing, offending and anti-social behaviour, exploitation, non-school attendance and risk of NEET
- Lead group work interventions alongside non-specialist staff
- Responsibility for promoting and safeguarding welfare of children and young people
- Responsible for ensuring data quality and as such the integrity of management information through the proper use and safekeeping of data and record systems both manual and computerised
- Supervision of the work of others

NB: The duties and responsibilities of this post are not restrictive and the post holder may be required on occasion to undertake other duties. This will not substantially change the nature of the post.

### Supervision and management

See context statement.

### Other factors

The post holder is responsible for the safekeeping and proper use of equipment, to manage delegated budgets. The post holder will have a flexible working pattern to include evening and weekend working. The role involves inside and outside duties depending on the

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activities arranged, in accordance with service needs. Work is subject to changing priorities, circumstances or demand.

### **Our behaviours**

Dorset Council has developed and embedded a set of behaviours that will form part of everything you do and you will need to be able to demonstrate them through the way you work, regardless of your role or grade within the organisation.

Full details can be found on the job website under '[Working for Dorset Council](#)'.



# Person specification

Applicants will be shortlisted on the basis of demonstrating that they fulfil the following criteria in their application form and should include clear examples of how they meet these criteria. You will be assessed in some or all of the specific areas over the course of the selection process.

## Essential

Essential criteria are the minimum requirement for the above post.

<b>Qualifications/ training/registrations</b>	
Required by law, and/or essential to the performance of the role	
1.	Degree in youth work or equivalent
<b>Experience</b>	
2.	Experience of youth work in a youth work setting
3.	Proven experience of staff/supervision and management
<b>Skills, abilities &amp; knowledge</b>	
4.	Knowledge of legislation relevant to the service user or group
5.	Knowledge of social policy relating to the service user group
6.	Knowledge of current practices and processes for managing the needs of the service user group
7.	Understanding the contribution of other agencies
8.	Understanding of joint working with other agencies
9.	Knowledge of budget management processes
10.	Understanding of health and safety requirements
11.	Anti-discriminatory practice
12.	Thorough knowledge of child safeguarding requirements/procedures
13.	Knowledge of systems, policies and procedures relevant to the area of work as identified in the context statement
14.	Excellent communication and listening skills
15.	The ability to build good relationships and earn trust and respect
16.	Initiative, enthusiasm and motivation
17.	Tact and sensitivity
18.	Patience and resilience
19.	A non-judgemental attitude
20.	Good organisation and planning skills
21.	Good negotiating skills
<b>Behaviours</b>	
22.	<a href="#">Responsibility</a>
23.	<a href="#">Respect</a>
24.	<a href="#">Recognition</a>
25.	<a href="#">One Team: Collaboration</a>
<b>Other</b>	
26.	Driving licence and use of a car

## Desirable

Desirable criteria will be used in the event of a large number of applicants meeting the minimum essential requirements.

<b>Qualifications/ training/registrations</b>	
27.	Post qualification professional training or award
28.	Management qualification
29.	Commitment to continuing professional development
<b>Experience</b>	
30.	Experience of youth work in a youth work setting
31.	Experience of delivering group work or other structured interventions
<b>Skills, abilities &amp; knowledge</b>	
32.	Understanding the needs of working in a rural community
33.	An interest or skill in areas that may interest young people, such as sports or the arts
34.	
<b>Behaviours</b>	
35.	
<b>Other</b>	
36.	

<b>Approval</b>			
Manager	Senior Manager – Children's	Date	January 2016

