

Role Profile

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|---------------------------|---|------------------|---|
| Job title | Cleaner | Salary: | £10.55 per hour |
| Reporting to: | Facilities Coordinator | Holidays: | 33 days including bank holidays (pro rata for part time hours) |
| Location: | Unitas Youth Zone Burnt Oak, Barnet | Hours: | Predominantly early mornings, including weekends – multiple positions available |
| Key Relationships: | Youth Zone staff, young people, parents, visitors | | |

Application process: MUST BE AT LEAST 18 YEARS OLD.

To apply for this post and for further information about Unitas Youth Zone, please visit our website at <https://www.unitasyouthzone.org/get-involved/vacancies/> Please complete the application form and send it to our Business Administration Manager at Applications applications@unitasyouthzone.org

Job Purpose:

To provide a high standard of cleaning services throughout Unitas Youth Zone. As a critical member of the team you will contribute to ensure that a great first impression is always given to all visitors and that every area of the Youth Zone is safe and clean to allow a first class youth provision to be provided at all times.

Context of the post:

OnSide Youth Zones, established in 2008, has been growing rapidly and has ambitious plans to create 100 Youth Zones in towns and cities, giving young people somewhere safe and inspiring to go in their leisure time. Youth Zones are amazing places: accessible, vibrant, welcoming, fun and caring are just some of the words used by young people to describe their Youth Zone. Unitas, opening in Summer 2019, will be no exception, and is part of the OnSide network of Youth Zones.

Many young people, particularly those from socio-economically deprived areas, face an endless maze of boredom, loneliness and temptation, with nowhere to go and a lack of inspiring and productive activities to occupy their leisure time. This can lead to negative impacts on their health, educational attainment and career prospects. These are the young people that will shape the country's future prospects. It is this paradox that lies at the heart of OnSide's drive to establish a national network of Youth Zones; a proven model of youth service provision that is aligned to community needs and supported by cross-sector funding. Youth Zones give young people affordable access to a broad range of sport, arts and employability services, designed to help them lead active, positive lives and raise their aspirations for themselves and their community.

Unitas Youth Zone is centrally located, dedicated to young people and makes a bold statement about the importance of giving young people high quality places to go in their leisure time. Open 7 days a week including school holidays, the Youth Zone's purpose is to help young people grow to be happy, healthy and successful adults. The state-of-the-art £6.5 million building will provide young people with access to a range of activities, all offering young people the opportunity to try new things, meet new friends and gain support from friendly, warm and positive staff and volunteers. The facilities include a 3G pitch, a gym, sports hall and recreation area, and dance, arts, music and media suites.

Find out more by watching

<https://www.youtube.com/watch?v=Yb18h1TPRNE>

<https://www.youtube.com/watch?v=sZCMoDYeFTQ>

.....it might just change your life!

Duties and Responsibilities General

- Be a role model for young people and present a positive “can do” attitude
- Take personal responsibility for own actions
- Commit to a culture of continuous improvement
- Work within the performance framework of Unitas Youth Zone and OnSide
- Represent Unitas Youth Zone positively and effectively in all dealings with internal colleagues, and external partners
- Comply with all policies and procedures, with particular reference to safeguarding, codes of conduct health and safety and equality and diversity to ensure all activities are accessible
- Represent Unitas Youth Zone positively and effectively in all dealings with internal colleagues, and external partners
- To be alert to issues of safeguarding and child protection, ensuring the welfare and safety of Youth Zone members is promoted and safeguarded, and to report any child protection concerns to the designated Child Protection Officers using the safeguarding policies, procedures and practice (training to be provided)
- To assist with any promotional activities and visits that take place at the Youth Zone
- To actively promote the Youth Zone and positively contribute towards increasing Youth Zone membership
- To adhere to Unitas Youth Zone policies at all times, with particular reference to Health and Safety, Safeguarding and Equal Opportunities

Duties and Responsibilities - Detailed

- To be responsible for cleaning areas of the Youth Zone as allocated by the Facilities Coordinator or other appropriate manager
- To perform various cleaning activities including cleaning toilets, sanitary fittings and surrounds; spot cleaning of spillages; wiping furniture, ledges, pipes, paintwork, doors and polishing door glass; emptying and cleaning bins; mopping and spray cleaning hard floor

- surfaces; floor polishing; wiping, polishing and straightening furniture; replenishing supplies in toilets; and moving items of furniture and equipment
- To operate cleaning machinery for cleaning soft and hard surfaces, such as vacuum cleaners and polishers
 - To follow opening and closing procedures
 - To report any emergency maintenance problems, including toilets and other water fixtures, or hazards immediately to the Facilities Coordinator
 - Carry out any other reasonable duties as requested by management

Person Specification

| Selection Criteria* A = Application Form I = Interview T = Test/Personality Profile | Essential or Desirable | Method of Assessment |
|--|-------------------------------|-----------------------------|
| Experience | | |
| Previous cleaning experience | Essential | A & I |
| Use of cleaning equipment | Essential | A & I |
| Educational / Vocational Qualifications | | |
| None required | | |
| Skills | | |
| Ability to communicate clearly and follow instructions | Essential | A & I |
| Ability to prioritise work and manage time effectively | Essential | A & I |
| Ability to reach, bend, stoop and kneel | Essential | A & I |
| Ability to work on own initiative and as part of a team | Desirable | A & I |
| Ability to communicate with a wide range of people and relate well to young people | Essential | A & I |
| Knowledge | | |
| Knowledge of health and safety issues relating to cleaning | Essential | A & I |
| Special Requirements | | |
| A willingness to work unsocial hours, predominantly early mornings, including weekends is required for this post | Essential | A & I |
| A willingness to work additional hours to cover events, holidays and staff absence | Essential | A & I |
| DBS clearance and committed to Safeguarding children | Essential | A & I |

*Selection criteria for guidance only, alternative methods may be used to assist the selection process

The strength of the Onside Network and Unitas Youth Zone is the diversity of its people; We place huge value on different people doing things in different ways and we welcome applications from non-traditional backgrounds. The one thing we all have in common is our desire to raise the aspirations of young people across the country. Unitas Youth Zone are committed to safeguarding and promoting the welfare of children, young people and vulnerable groups.

For information regarding how Unitas Youth Zones processes your data, please click here: <https://www.unitasyouthzone.org/privacy-policy/>

ONSIDE YOUTH ZONES NETWORK VALUES



YOUNG PEOPLE FIRST

Young people are at the heart of everything we do, inspiring and challenging us to deliver services that exceed their needs and challenge them to be the best they can be.

EXCELLENCE

We encourage ourselves and each other to be best we can be through continuous learning and improvement, and a focus on finding solutions.



RESPECT

We act with honesty and integrity, celebrating diversity across the whole organisation and caring about each other, our young people and the Youth Zone environment.



AMBITIOUS

We are passionate and driven in taking on new challenges, embracing new ideas, and exceeding our ambitions for young people, the Youth Zones and our local communities.

COLLABORATIVE

We will create and nurture strong, creative partnerships, working together to achieve better results and outcomes for young people.

