

ROLE PROFILE

JOB TITLE:	Deputy Junior Club Lead	SALARY:	£13.50 Per Hour
REPORTING TO:	Junior Club Lead	HOLIDAYS:	Equivalent to 33days annual leave pro rata (inclusive of Bank Holidays)
LOCATION:	Unitas Youth Zone	HOURS:	16 Hours Per Week (Tuesdays 10:30am-14:30pm Wednesdays 14:30pm – 20:30pm, Saturdays 09:15am – 15:15pm)
CONTRACT:	Fixed Term – 12 Month Contract		
KEY RELATIONSHIPS:	Young people and parents, Head of and Deputy Head of Youth Work, Unitas Youth Zone staff, volunteers, partners, and stakeholders		

MAIN PURPOSE

To support the management of Unitas Youth Zone's Junior Club offer to 8–12-year-olds. The Junior Club on Wednesday's 4pm – 8pm and Saturdays 10am-2pm. The post holder will be responsible for creating a lively, dynamic, inspired, and fun-loving environment for all young people who attend the club.

CONTEXT OF POST:

Unitas Youth Zone opened its doors in June 2019 and since then we have welcomed thousands of young people through our doors. Unitas is a proud member of the OnSide network of Youth Zones. Youth Zones are for young people aged 8 to 19, and up to 25 for young people with additional needs.

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 On Side'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 8–19-year-olds, and up to 25 for those with a disability, 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 provides 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.

DUTIES & RESPONSIBILITIES

Specific Duties and Responsibilities

- When they are leading the session, to be the Junior Club Lead's "number two", helping with the smooth-running of the session and troubleshooting proactively and reactively any issues that arise.
- When the Junior Club Lead is absent, to lead the Juniors session. Full training will be provided for this including Designated Safeguarding Lead training.
- To support the Junior Club Lead in planning special events and activities for Juniors
- To run United Youth Juniors, our youth voice group for Juniors. You will be expected to agree a plan for each month with the Junior Club Lead and the Deputy Head of Youth Work
- When Young Leaders are on session, to ensure they are supported and given feedback.
- To be a role model both to young people and to other staff of the behaviours and values that Unitas expects
- To contribute actively to monitoring and evaluation e.g., by completing MeApps with young people and capturing case studies on session.
- To work flexibly to ensure the needs of the members are met, including disadvantaged children and young people and those with disabilities or additional needs.
- Ensuring high reach and engagement across the Junior Club, achieving and exceeding KPI's set by the Board, Chief Executive, Head of and Deputy Head of Youth Work including for example membership, attendance, and representation.
- To be continually creative and innovative with the use of space, equipment, and resources to maintain young people's interest.
- To ensure the participation of young people in activities and that their ideas contribute fully to the delivery and evaluation of activities.
- Carry out any other reasonable duties as requested by the Senior Leadership Team

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 reference to safeguarding, codes of conduct, health and safety and equality and diversity to ensure all activities are accessible.
- 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.

PERSON SPECIFICATION

Good candidates for this role will possess the following skills, knowledge, experience, and personality.

Selection Criteria* A = Application Form I = Interview	Essential or Desirable	Method of Assessment
Experience		
Face to face activity delivery, working with children and young people (aged 8 years up) both in groups and individually	Essential	A & I
Experience of delivering sports and/or arts activities and/or targeted personal development programmes	Essential	A & I

Experience of supporting young people who are disaffected, underachieving and/or have social or emotional barriers to participation	Essential	A & I
Experience of working in a team and alongside volunteers	Essential	A & I
Organising a programme of youth work activities	Desirable	A & I
Experience of working with challenging young people	Desirable	A & I
Residential work with young people	Desirable	A & I
Skills & Abilities		
Strong commitment to children and young people and an ability to engage and build positive relationships with all young people, including disengaged and disadvantaged young people	Essential	A & I
Ability to develop good professional relationships with children, young people and adults	Essential	A & I
Ability to work with young people to develop their social education by providing programmes of activities, services and facilities that are fun and enable young people to develop	Essential	A & I
Ability to coach, encourage, motivate and provide reliable support to children and young people	Essential	A & I
Confident in managing a group of children and young people	Essential	A & I
Ability to deliver high quality activity programmes with children and young people who face social exclusion, disadvantage and disaffection	Essential	A & I
Ability to identify and challenge discrimination and discriminatory behaviour, taking appropriate action as necessary	Essential	A & I
Excellent written and verbal communication skills	Essential	A & I
Knowledge & understanding		
Understanding of the principles of working with children and young people	Essential	A & I
Understanding of issues affecting young people's lives	Essential	A & I
Knowledge of health and safety, diversity awareness and safeguarding best practice and how these relate to children and young people	Essential	A & I
Delivery of activities within an equality framework	Essential	A & I
Qualifications		
Introduction to Youth Work or Youth and Community Work NVQ / VRQ Level 1 or Level 1 Sports Leaders Award	Desirable	A
Personal Qualities		
Positive and enthusiastic	Essential	A & I
Punctual and reliable	Essential	A & I
Commitment to personal and professional development	Essential	A & I
A flexible attitude to work and a readiness to perform a variety of duties to ensure an efficient and effective service	Essential	A & I
Willing and able to work in the evenings, at weekends and in a residential setting	Essential	A & I
A willingness 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.

ADDITIONAL INFORMATION.

Unitas Youth Zone are committed to safeguarding and promoting the welfare of children, young people, and vulnerable groups. This post is subject to an enhanced DBS check. The strength of the OnSide Network of 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 what might be considered non-traditional backgrounds. The one thing we all have in common is our desire to raise the aspirations of young people across the country. We are an equal opportunity employer. All applicants will be considered for employment without attention to race, colour, religion, sex, sexual orientation, gender identity, national origin, veteran, or disability status.