



Role Profile

Job title	Cleaner	Salary:	£11.95 per hour (London Living Wage)
Reporting to:	Facilities Coordinator	Holidays:	33 days including bank holidays (pro rata for part time hours)
Location:	Unitas Youth Zone, 76 Montrose Avenue, Burnt Oak, HA8 0DT	Hours:	Early mornings, including weekends
Key Relationships:	Youth Zone staff, young people, parents, visitors		

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 young people and visitors and that every area of the Youth Zone is safe and clean to allow a first-class youth provision to be always provided.

Context of the post:

OnSide Youth Zones, established in 2008, has been growing rapidly and has ambitious plans to create one hundred 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, Barnet's Youth Zone, opened in June 2019 and is part of the OnSide network.

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 vision is to unite young people to fulfil their full potential. 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 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 always adhere to Unitas Youth Zone policies, with particular reference to Health and Safety, Safeguarding and Equal Opportunities
- To be willing to step in and step up, and not see the below set of duties and responsibilities as exhaustive

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

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.

For information regarding how Unitas Youth Zones processes your data, please click here:

<https://www.unitasyouthzone.org/privacy-policy/>