

JOB DESCRIPTION

Position: **YOUTH ACTIVITY LEADER**
Salary: £9.50 p/hr (£18,772 pro-rata)
Hours: 9 hrs per week (evenings, weekends and school holidays)
Employer: Lancashire Association of Boys & Girls Clubs
Location: Based in Lancaster, but will involve travel throughout Lancashire.
Travel: Use of the LABGC van / minibus or mileage allowance for using your own car

The Job Purpose

Lancashire Boys & Girls Clubs is an independent charitable youth organisation that delivers positive experiences to young people through a wide range of projects, activities and support services throughout the wider Lancashire area with particular regard for supporting vulnerable and disadvantaged young people.

The Role

We are looking for an enthusiastic and energetic individual to be an integral member of our activity delivery team, to provide positive activities, new experiences and opportunities for young people

You will promote and encourage young people's personal social development through engagement in our Thrive programme funded by Awards for All, encouraging young people to take on responsibility and leadership in their clubs and groups as part of a Youth Achievement Awards accredited programme.

Activities may consist of a range of physical, team building, problem solving, challenges, sport etc and delivered on a sessional basis. Delivery will be up to 3 evening sessions per week and occasionally include some weekend or school holiday delivery.

From time to time there may be a requirement to deliver other LABGC activities / duties as required. In house training will be provided including Safeguarding and an introduction to our menu of activities. Further training may be accessed dependent on the individual.

The Candidate must:

- Be willing to apply yourself to a huge and diverse range of activities
- Have experience of work with young people and a good understanding of current issues
- Be enthusiastic, motivated and committed to efficiency and effective working practices
- Be an integral team member and able to work on your own initiative
- Have a specific skill set that can be utilised, eg Sports/Arts/Music/Youth Work/other
- Have pride in your work and be committed to providing an excellent service /experience
- Be reliable, honest and trustworthy
- Be willing to undertake further training within reason if required
- Have at least 2 years driving experience
- Be willing to work flexibly throughout the week

Lancashire Boys & Girls Clubs is a dynamic organisation, which recognises the need to respond flexibly to changing demands and circumstances. Whilst this job outline provides a summary of the post, this may need to be adapted or adjusted to meet changing circumstances. Such changes would be commensurate with the grading of the post and would be subject to consultation.

All staff are required to conduct themselves in a professional manner and comply with the associations Policies and Procedures in relation to Data Protection, Information Security, Confidentiality and Child Protection & Safeguarding. Appointment is subject to a satisfactory DBS clearance and suitable references being received.

PERSON SPECIFICATION

Youth Activity Leader

	CRITERIA	Essential	Desirable
Working with Young People	• Previous experience of working with children and young people	x	
	• Able to develop effective working relationships with young people	x	
	• Experience of delivering group activities with young people	x	
	• Youth work qualifications or similar		x
	• Qualifications in sport / activities		x
	• Experience of accredited work with young people eg Youth Achievement Awards, AQA,		x
	• Experience of peer education programmes		x
	• Knowledge of current issues affecting young people		
Activities	• Experience of using a range of activities to engage and develop young people's personal and social skills	x	
	• A specific skills set/speciality that could be utilised within a small group/facilities setting.		x
	• Programme development & planning		x
Team Work	• A positive and active team member	x	
	• Able to support others	x	
	• Able to take the lead as required	x	
	• Previous experience of working in a 'remote' location as part of a wider organisation/Team		x
Communication	• Ability to communicate effectively with young people, professionals and community members	x	
	• Sound IT communication based skills		x
Personal Qualities	• Able to use your own initiative	x	
	• Enthusiastic and motivational	x	
	• Intuitive and creative	x	
	• Empathic to the needs of young people	x	
	• Flexibility to deliver a range of activities for young people	x	
Health & Safety	• Understanding of your own general Health & Safety responsibilities	x	
	• Ability to work in a safe, practical way	x	
	• Completing risk assessments and accompanying records		x
	• First Aid training		x
Child Protection	• Knowledge of child protection and related issues		x
	• Previous experience and training		x
Clearances	• Able to satisfy an enhanced DBS check	x	
	• Able to provide 2 x positive references	x	
Driving	• Full Driving Licence held for at least 2 years	x	
	• DI / C1 category on license		x
	• Willing and able to drive a large vehicle		
Other	• Able to work unsocial hours (evenings, weekends, school holidays, bank holidays)	x	