

IPOP JOB DESCRIPTION

Title:	Youth Support Worker
Salary:	£9.00 p/h
Hours:	Sessional
Responsible to:	Youth Coordinator
Responsible for:	Small groups of disabled young people/young adults
Base:	IPOP Office/ Activity settings around the London Borough of Barnet

Job Summary:

- To provide opportunities for disabled children/young people to benefit from existing mainstream youth facilities near to their homes.
- To support small groups of children/young people to take part in youth activities and socialise with their non-disabled peers.
- To build the confidence of children/young people to enable them to engage with the activity and the providers and access independently where appropriate.
- To support youth activity providers to develop and implement their inclusive practices.
- To help the wider community to develop an understanding of disability.

Liaison With:

- Disabled children and young people aged 8-25 years old and their families.
- Voluntary and Private Sector youth providers.
- LBB Youth and Connexions Service, and their contracted providers in particular 'Summer uni London' activities
- Uniformed groups and other out of school activity providers.

Training:

- All employees must undertake essential training sessions as outlined in the Staff Handbook and Training Policy, and attend all relevant additional courses as recommended by the employee's line manager, e.g. team building.
- Youth Support Workers will need to provide written feedback to the Youth Coordinator about competence, progress and training needs.

Duties & Responsibilities:

- To assist the activity leaders in providing a stimulating programme for small groups of disabled children/young people attending the activity, which takes account of the children's individual needs and interests.
- To support the IPOP Youth Coordinator and LBB Youth and Connexions Managers in identifying disabled young people in need of additional support
- To promote activities to young people and their families and work with youth managers to identify gaps in provision.
- To work in ways that will enable the children/young people to participate fully in the club, e.g. by including them in decision-making processes.

- To attend meetings where required with young people and activity providers to ensure the services remain young people focused.
- To ensure that parents/carers receive regular, positive and helpful feedback on their child/young person's activities.
- To undertake basic care functions for children/ young people where necessary (e.g. toileting, feeding, medication).
- To write reports on individual young people and provision, including gathering on statistics for monitoring purposes.
- To participate fully as a member of the youth team by attending meetings and carrying out duties as directed by the activity leader/ Youth and Connexions managers so that the children/young people can be more fully included.
- To promote an awareness of children/young people with different abilities among children, young people and adults who have contact with the club.
- To develop and maintain good working relationships with colleagues including those within the club team, IPOP team, parents and other professionals involved with the children/young people in your care.
- To attend training and IPOP team meetings and to help clubs develop their skills base with regard to work with disabled children/young people by reporting back.
- To report any developments or concerns about particular children to the playleader or the IPOP team as appropriate.
- To ensure any accidents/incidents are reported in line with the club's policies and procedures.
- To support and promote equal opportunities.
- To adhere to all of IPOP's published policies and procedures.
- To assist IPOP office staff in assessing children and young people that are awaiting a play plan. IRangers will need to provide written reports for each assessment, and will be guided by the office staff in how to prepare these.
- To carry out other such duties as appropriate within the scope of the post as may be required from time to time.

Any offer of employment is subject to:

- Appropriate eligibility to work in the UK.
- Two satisfactory references, one from your most recent employer.
- An appropriate enhanced Criminal Records Disclosure from the CRB.

PERSON SPECIFICATION**Youth Services Programme****Youth Support Worker**

Candidates will be shortlisted on their ability to meet the Person Specification.

Please address each of these points in your personal statement. Experience & Skills can be those gained from paid/unpaid formal, informal occupations or life experience

Requirement	Minimum	Desirable/Essential	Test
			Application form = A Interview = I
Experience and Qualifications	Youth work qualification, or working towards	E	A, I
Understanding	Work with disabled children and young people aged 8-25 years	E	A, I
	Youthwork and the settings from which it operates	E	
	Work with parents/carers	D	A, I
Practical Skills			
	Verbal and written communication	E	A, I
	Interpersonal skills	E	I
	Ability to work on own initiative	E	A, I
	Ability to work within a team	E	A, I
	Ability to assess young people's social and leisure needs	E	A, I
	Competent computer skills	E	I
	Awareness of the external environment in which IPOP operates	D	I
Personal Qualities			
	Passionate about equality & challenging all forms of discrimination	E	A, I
	Enthusiastic about work	E	A, I

	Creative & flexible	E	A, I
	Able & willing to work unsocial hours including weekends & school holidays	E	I
			I
Equal Opportunities			
	Demonstrate an understanding of equal opportunities	E	A, I
	An understanding of the values of IPOP and the ability to work towards full inclusion	E	A, I
	Understanding of the issues related to disability and inclusion	E	A, I