

JOB DESCRIPTION

Part Time Youth Worker (Supporting our youth work in The Highlands, based in Inverness)

Closing Date:	Friday 21 st May 2021 (5pm)
Interview Date:	Monday 31 st May (digitally)
Details:	Contract: Permanent Hours: Part time, 10hrs per week Salary: £19,317 - £21,434 per annum, pro-rata, dependent on experience Provisional working pattern: Monday 12pm to 4pm (working day open to negotiation) and Tuesday 2pm to 8pm



April 2021

Dear Applicant,

Thank you for your interest in working for LGBT Youth Scotland. This role will play an important part in helping us work towards our vision that 'Scotland is the best place to grow up for lesbian, gay, bisexual, transgender and intersex young people.'

Our mission is to play a leading role in the provision of quality youth work to LGBTI young people that promotes their health and wellbeing, and to be a valued and influential partner in LGBTI equality and human rights. We suggest that before you complete your application form that you visit our website at www.lgbtyouth.org.uk where you can view the many aspects of our work.

Our values are:

- ➔ To promote equality and human rights
- ➔ To take a community learning and development (CLD) approach
- ➔ To be reflective, accountable and ensure quality in what we do
- ➔ To be innovative and fun.

Our team is hard working, collaborative and enthusiastic about 'making a difference' in a respectful way to the lives of young people, their families and professionals around Scotland. We are very much committed to being a good employer and investing in our team.

LGBT Youth Scotland's activity is grouped into four themed internal areas of work (Youth Work, National Programmes, Resources and Development and Operations). This role will support our Youth Work in the north of Scotland.

We look forward to receiving your application.

Nicola Booth

Head of Youth Work

Background Information

Conditions

- ➔ **Job Title:** Youth Worker
- ➔ **Status:** Permanent
- ➔ **Pay:** £19,317 - £21,434 per annum (pro rata), dependent on experience
- ➔ **Hours:** Part-time, 10 hours per week
- ➔ **Location:** Based in Inverness, delivering youth work in the Highlands. Occasional travel to other parts of Scotland may be required.
- ➔ **Leave:** 35 days per annum (pro rata), inclusive of 10 days over Christmas and New Year
- ➔ **Probation:** 6 months
- ➔ **Pension:** Opportunity to opt in to TPT Solutions Flexible Retirement Plan

Who can apply?

If you think that you fit the job description and can deliver the remit, then we would like to hear from you. We encourage all sections of society to apply. We are committed to promoting human rights and the dignity of each human being, including equality of opportunity inclusive of sexual orientation, gender or transgender identity, age, race, disability, religion or belief and socio-economic status. We work to ensure that our services are accessible and young people's experience and outcomes are positive and that there is an inclusive working environment for all staff and volunteers.

As this post involves work with young people and direct work with young people, you will be required to obtain PVG scheme membership through Disclosure Scotland if successful at interview. We will process this for you. Employment will be confirmed after successful completion of this and any other necessary checks including references.

How to apply:

Visit www.lgbtyouth.org.uk/jobs/vacancies and fill in the online application form for your chosen job. If you want to help us make LGBT Youth Scotland a diverse organisation then please also fill in the equal opportunities monitoring form which is kept separately from your application form and is not used as part of the short-listing process.

Please e-mail helpdesk@lgbtyouth.org.uk if you need the application form in an alternative format including large print. **For more information or guidance on this position contact:** nicola.booth@lgbtyouth.org.uk

ROLE PROFILE

Role Title: Youth Worker (Highlands)	Team: Youth Work Team (Central & North) Location: Based in Inverness
Grade: £19,317 - £21,434 per annum, pro rata, dependent on experience Hours: Permanent, Part-time, 10hrs per week	Reports to: Nicola Booth Head of Youth Work Agreed by: Nicola Booth Date: March 2021

Core Purpose of the Role:

- ➔ To support the delivery of our youth work across the Highlands and promote improvements in health and wellbeing.
- ➔ To support young people's involvement in the planning and delivery of youth work that meets their needs.
- ➔ To work as part of the Central & North Team to participate in events, training and community development activity.
- ➔ To work in partnership with key local stakeholders.
- ➔ To build an evidence base for youth work using LGBTYS learning, planning and evaluation work.

Principal Responsibilities:

- ➔ To support the delivery of our youth groups for LGBT young people aged 13-25
- ➔ To plan, deliver and evaluate activities which support the health and wellbeing of LGBT young people, within LGBT youth and mainstream services
- ➔ To provide goal-oriented support for LGBT young people
- ➔ To work alongside young people to design and deliver a creative LGBT inclusive service
- ➔ To record and evaluate the work using the appropriate methods, building an evidence base for youth work
- ➔ To recognise the input of group members and where appropriate support them on their journey to accreditation
- ➔ To work in partnership with key local stakeholders
- ➔ To understand and abide by the policies of the organisation including Health and Safety, Equality and Diversity, Confidentiality and Protection of Children and Vulnerable Adults
- ➔ To provide information and support to the volunteers who help deliver the groups

General Duties

- ➔ To attend team meetings, supervision and other meetings as required
- ➔ To carry out such other duties as agreed with the organisation
- ➔ To comply with administrative arrangements as required.

CANDIDATE SPECIFICATION

	Essential	Desirable
Education & Qualification	<ul style="list-style-type: none"> ➔ Experience of delivering youth work and a working knowledge of youth work outcomes. 	<ul style="list-style-type: none"> ➔ Degree in Community Education, Social Work, teaching or a similar discipline
Experience, Knowledge and Expertise	<ul style="list-style-type: none"> ➔ Experience of supporting and working with young people ➔ Good knowledge and understanding of equalities issues and the issues affecting LGBT young people ➔ Group work experience 	<ul style="list-style-type: none"> ➔ Knowledge of other support services for young people in the area ➔ Experience of involving young people in projects as peer leaders and/or consulting with young people ➔ Experience of working with carers and parents ➔ Experience of delivering workshops ➔ Experience of supporting staff and volunteers ➔ Driving license

Critical Personal Attributes	
Delivering results	<ul style="list-style-type: none"> ➔ Highly organised with a commitment to effective planning, delivery, monitoring and evaluation of projects ➔ Conscientious approach to meeting deadlines and delivery of work to meet the needs of young people and other stakeholders. ➔ Ability to effectively record and manage sensitive information
Personal effectiveness	<ul style="list-style-type: none"> ➔ Ability to articulately and confidently communicate with young people, colleagues and external stakeholders ➔ Ability to build effective relationships with colleagues and external stakeholders ➔ Comfortable and able to work with difficult situations
Young Person centred	<ul style="list-style-type: none"> ➔ Awareness and commitment to meaningful youth participation ➔ Awareness of the issues which can affect LGBT young people's lives ➔ Ability to work in an empathetic young person-centred way ➔ Ability to prioritise issues relating to child protection and vulnerable adults work
Working practices	<ul style="list-style-type: none"> ➔ Ability to work flexible hours (including evenings and weekends) ➔ Commitment to individual rights, equality, and anti-discriminatory practice ➔ Ability to maintain robust professional boundaries with clients ➔ Ability to work remotely and use initiative