



POSITIVE STEPS

SUPPORT | CHALLENGE | CHANGE

JOB DESCRIPTION: Youth Engagement Worker

Job Title: Youth Engagement Worker
Location: Hybrid
Team/Directorate: Education and Guidance / Corporate
Responsible To: depends on which team allocated to
Responsible For: N/A
Salary Band: PS02

JOB PURPOSE

- To provide support for young people to enable them to move into education, employment and training (EET) or to sustain a EET opportunity

PRINCIPAL DUTIES AND RESPONSIBILITIES

- Provide activities and interventions for young people to improve EET outcomes
- Provide activities and interventions for young people in line with relevant legislation, quality standards, best practice and codes of ethics to safeguard the service
- Maintain relationships with other professionals to improve outcomes for young people
- To undertake accurate, timely recording using digital case load management systems to meet contract requirements
- Apply coproduction principles to ensure that the users voice is represented in service deliver
- Apply the consistent application of all relevant policies and procedures including safeguarding, health & safety and equality & diversity to ensure a compliant service
- Undertake any other duties in order to meet service and organisational objectives following consultation with your manager

Key Relationships – Internal & External

- External – Employers, Youth Community and Education Provides
- Internal – Staff and volunteers

JOB TITLE – Youth Engagement Worker

Person Specification

CRITERIA	ESSENTIAL	DESIRABLE
Qualifications and specific training		
Experience	<ul style="list-style-type: none"> • Demonstrable experience of working with young people • Demonstrable experience of developing productive and effective relationships with young people • Demonstrable experience of partnership working • Demonstrable experience of communicating through verbal and written presentations • Demonstrable experience in promoting diversity 	
Knowledge	<ul style="list-style-type: none"> • Awareness of Education and Guidance Services • Awareness of safeguarding legislation and guidance, implementation of Child Protection and vulnerable adult Procedures and 	

	<p>the boundaries of professional relationships</p> <ul style="list-style-type: none"> • Awareness of adolescent development • Understanding of Health & Safety legal requirements and best practice 	
Skills	<ul style="list-style-type: none"> • Basic skills in engaging, supporting and motivating young people • Basic communication and presentational skills • Basic skills in creativity and original thinking with the ability to develop practical solutions to problems • Basic inter-personal and team working skills • Primary skills in literacy and numeracy • Basic skills in Microsoft Office and database systems 	
Personal attributes	<ul style="list-style-type: none"> • Sound judgement and awareness of political sensitivities. • Resilient and able to work independently as required • Sound professional and tactical judgement and the ability to establish priorities and principles. • Commitment to Positive Steps vision and values 	
Additional requirements	<ul style="list-style-type: none"> • Prepared to work flexibly to meet the needs of customers and the organisation • Able to travel throughout the region 	

	<ul style="list-style-type: none">• Evening and weekend work required• Enhanced DBS required	
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