

TOTTON & ELING TOWN COUNCIL JOB DESCRIPTION

JOB TITLE	Youth Support Worker
SALARY BAND	1
SCP	6-7
LOCATION	The Garage Youth Centre
REPORTING TO	Youth Leader / Senior Youth Worker

The Garage operates on regular weekday evenings and weekends 48 weeks of the year during school term time and provides structured sessions and activities to meet the educational, social and recreational needs for local young people aged between 9-16 years. The Garage also provides some ad hoc daytime and outreach projects which offer support for young people in the local area.

MAIN PURPOSE OF JOB

- The postholder will assist the Youth Leader / Senior Youth Worker with the supervision of young people in attendance at The Garage and during ad hoc outreach and daytime projects

KEY TASKS

- Encourage young people to become actively involved in club management, planning and boundary setting and pass all relevant information to Youth Leader.
- Engage, interact and encourage the involvement in structured sessions and appropriate use of the facilities and equipment available to young people and ensure diversity and equality of opportunity
- Ensure that members' conduct is appropriate in accordance with The Garage code of conduct. Engage and interact when necessary to challenge discrimination, promote equal opportunities and ensure young people's safety and the safety of others including staff, reporting any incidents to the Youth Leader.
- Ensure personal conduct promotes positive behaviour and citizenship with appropriate moral and social behaviour towards young people.
- Keep up to date with relevant issues involving the day to day running of The Garage.
- Observe and practice appropriate policies and procedures held at The Garage at all times

- Assist with general cleaning duties throughout the session to ensure centre remains a safe and clean environment for young people to socialise.
- Maintain a flexible approach to the working environment. Staff may also be expected to make themselves available during some school holiday periods to assist in the general cleaning and maintenance of The Garage.
- Participate in the annual Appraisal Scheme and six-weekly supervision.
- Assess own training needs and attend appropriate training and staff development courses as required. This may include professional courses as well as First Aid and Health & Safety training.
- Report any vandalism, health and safety hazards to the Youth Leader.
- Any other duties deemed appropriate by the Youth Leader.