



Job title Rewire Youth Club Worker

Duration 2 year contract (fixed term)

Salary £9.50 per hour

52 weeks per year x 4 hours per week – Two 2hr sessions between the times of 5pm– 8pm dependant on location.

Location Heart of Oldbury Community Centre Oldbury (SinglePoint) & Dorothy Parkes Centre (Smethwick)

Reporting to Rewire Coordinator

Responsible Not Applicable

Role Description

To work alongside SinglePoint Family Support Worker and other Youth Worker to deliver a high- quality Youth Club two evenings per week, including school holidays & possible residential.

Main duties and responsibilities

In partnership with SinglePoint Family Support Worker, Rewire Coordinator & Dorothy Parkes Centre partnered to the Rewire project:

- To deliver a high-quality Youth Club twice a week, including school holidays & possible residential.
- To plan & deliver group activities which will enable the young people to achieve key outcomes.
- Safeguard the welfare of the young people attending the Youth Club and create a safe, fun, creative learning environment
- Assist Family Support Worker in preparing and staffing the Youth Club
- Ensure that the facilities and equipment are safe and set up/put away correctly and if not report this to the Rewire Coordinator
- Ensure that the register of attendance is completed and that new members complete a membership form





- Contact parents/guardians to discuss any developments or concerns
- Engage with the young people and develop positive working relationships with them
- Work in a non-judgemental, open and honest way to develop a working relationship of trust which ensures that you can be an effective Youth Worker
- Attend regular training and development opportunities to maintain an up-to-date knowledge of safeguarding, health and safety and local policy developments
- Report any safeguarding concerns you may have about a member to the Rewire Coordinator particularly where this may indicate bullying/self harm/abuse
- Assist in reporting information in any accident/incident/near-miss investigation in line with the Health & Safety and/or Safeguarding Policy
- Understand and adhere to the centre's policies and procedures
- Attend and participate in any off-site trips/events/residential activities
- Demonstrate responsibility and leadership for promote and champion all aspects of equal opportunities, valuing and managing diversity

SinglePoint

- Undertake training and professional development as required.
- Assist in the marketing and promotion of 'Rewire'
- To undertake duties in accordance with policies & procedures outlined in the SinglePoint Employee Handbook.
- Participate in and contribute to SinglePoint professional development programmes
- To undertake any other reasonable duties as directed by the Family Support Worker & Rewire Coordinator.

Special requirements

- Ability to travel between delivery sites across Smethwick & Oldbury
- Enhanced DBS Clearance

Benefits:

- Casual dress
- Company pension

