



Newton Youth Ministries (NYM) is an organisation geared to engage young people in reaching their fullest potential by providing opportunities for personal development. It aims to provide a vibrant youth development program for young people in the Newton area and is focused on addressing issues important and relevant to Newton's youth, families, and communities.

NYM's primary focus is to strengthen youth development services in the Newton Area of the community. We have reached a stage of growth where we are deepening and expanding our work locally by engaging new audiences — school-based during and after school programs, community-based programs and broadening our reach to communities outside the Newton Area.

Job Title:

Youth and Community Worker (35 hours per week) Full Time

Responsible to:

NYM Youth Committee

Placement Purpose:

To be part of an existing youth work team, encourage the personal development of young people aged 9-18, to empower targeted young people to take control of their lives and to assist in the development and delivery of programmes of activities for young people. You will lead a team of volunteers and be responsible for the daily running of an existing project called RoomSixty, a youth drop-in café, planning, co-ordinating and delivering high quality programmes and events for young people, helping them to grow, feel more connected and included in their community.

Job Activities:

- To work in accordance with the aims and objectives of The RoomSixty Project in order to develop and manage the project. To contribute to the provision of a wide- ranging youth work curriculum, which meets the needs of young people aged 9 to 18 around the Newton area.
- To provide a warm, safe and accessible Youth Café environment which is non-discriminatory and that young people will continue to visit on a regular basis.
- To develop the Youth Café in accordance with the NYM Youth Committee Vision.
- To ensure that the work reflects the aims of NYM and adheres to equal opportunities, challenging any attitudes or behaviour that are contrary to it.
- To act as leader and recruit, induct, manage and supervise volunteer staff.
- To be responsible for the client group, premises and equipment within health and safety requirements
- Assist in the local primary and secondary schools offering a wide range of programmes including drop-in groups and one-to-one support to pupils.
- To ensure that all work undertaken is systematically planned, recorded and evaluated using evaluation processes.
- To keep and provide appropriate records and supporting documentation and to produce such reports as may be required by the project
- To work closely with local agencies, organisations, and community groups to raise the profile and promote the Youth Café in order to achieve the best possible outcomes for young people.
- To design, prepare and deliver activities designed to meet the intellectual, creative, physical, and emotional, cultural and social needs of young people.
- To work one-to-one with key young people supporting their needs and promoting a positive lifestyle.
- To be aware of child protection issues and appropriate referral routes.
- To keep the Chair of the youth committee and RoomSixty volunteers informed of issues associated with young people's behaviours and involvement on the project ensuring that any concerns are immediately reported.
- To ensure the proper use and security of the premises. Also ensure that any equipment and materials are looked after and stored safely.

**Person
Specification:**

<p>Experience and Skills:</p>	<p>Essential:</p> <ul style="list-style-type: none"> • Experience of working with young people • One to one work with young people • Support and information work • Ability to contact, engage and motivate young people • Able to communicate well with individual young people and groups of young people • An understanding of the issues facing young people • Able to work as a member of a team • Able to work on own initiative • Ability to plan by setting clear targets, meeting objectives and effectively monitoring and evaluating performance • Experience in staff management / supervision • Able to plan programmes and activities 	<p>Desirable:</p> <ul style="list-style-type: none"> • Experience of management of project • Experience of partnership working • Ability to make presentations to a variety of audiences • Experience of working autonomously without supervision, managing small teams of volunteers, developing an activity with young people or leading a local club or group and, ideally, experience of all of these
<p>Qualification, Education, Training:</p>	<ul style="list-style-type: none"> • Recognised Youth Work Degree from recognised training institute • Previous training in Health & Safety and/or Child Protection • Previous training in Youth related topics • Good working knowledge of Microsoft Office 	
<p>Personality Requirements</p>	<ul style="list-style-type: none"> • Ability to demonstrate personal and professional effectiveness in youth work • Ability to relate and communicate well with both young people and colleagues • Ability to initiate ideas and motivate a creative and dynamic team. • Commitment to personal development and reflective practice. • To be able to operate in situations remote from immediate line management. • Ability to work flexibly to meet the demands of the service i.e. evenings and weekends 	
<p>Contract: Duration of</p>	<ul style="list-style-type: none"> • The hours of contract will be 35 hours per week. Evening and some weekends will be required to work. • The salary will be in the region of £23,000 - £27,000 depending on experience and qualifications. • Being a practising Christian with a good knowledge of the workings of the Church of Scotland is desirable but not essential. • <u>Please note: This post requires the post holder to be a PVG Scheme member</u> 	