



# South Tyneside Council

## CHILDREN, ADULTS AND HEALTH

### JOB DESCRIPTION

**POST TITLE:** Youth Activity Worker

**GRADE:** Band 4

**RESPONSIBLE TO:** Services for Young People

#### Overall Objectives of the Post:

To deliver quality youth work and positive activities across South Tyneside. You will be responsible for delivering first class universal, outreach and detached youth work, to help achieve the vision of the overall service and improve outcomes for young people.

#### Key Tasks of the Post:

**1. *Make a significant contribution to the efficient and effective delivery of youth work activities, resulting in improved outcomes. You will:***

- Ensure that all activities contribute to the personal and social development of young people by keeping them safe and healthy, enjoying school and making a positive contribution to their local communities.
- Carry out face to face work with young people, this will constitute approximately 90% of the role.
- Ensure that the needs and wishes of young people are at the heart of service provision.
- Take a lead in the planning of youth work/positive activity sessions in line with the operational plans of Services for Young People.
- Undertake evaluation of youth work/positive activities sessions, complete appropriate monitoring documents and submit required paperwork on the stipulated date and time.
- Ensure the health and wellbeing of young people and where appropriate liaise/refer to other supporting agencies.
- Effectively supervise sessional staff, where appropriate, and develop their skills and practice.
- Undertake evaluation with Looked after Children by using the 'Viewpoint' Management Information System.

**2. *Contribute to the ongoing development of the front-line youth work provision for the new Service for Young People. You will:***

- Promote the service's provision and encourage the wider participation of those young people not accessing the sessions through effective consultation and promotion.
- Share best practice and work collaboratively with all Services for Young People staff as well as key partner organisations, including schools, the police and the PCT.
- Explore opportunities for new and innovative models of service delivery that are outcome focussed.

**3. Ensure that all work planned and delivered is underpinned by principles of is in line with the Council's and our Services for Young People core values and vision. You will:**

- Significantly contribute to the service's vision of:  
*'A bright future for all our young people by providing excellent and outstanding advice, support and activities that keep our teenagers safe and healthy, enjoying school and progressing well, and making a positive contribution to their local communities.'*
- Ensure all provision contributes to achieving the service's key performance indicators.
- Ensure all provision adheres to equality and diversity principles and legislation.
- Offer information, advice, and guidance to young people to help them achieve their full potential.
- Take proactive action, in line with service policies and procedures, should safeguarding issues arise.

**4. You will contribute to health prevention and health education programmes for all service users. You will:**

- Attend, support and cascade messages from training programmes, where appropriate.
- Implement learning from training programmes to embed health messages.
- Participate in health related campaigns, where appropriate.
- Deliver appropriate health related interventions as required.
- Use and contribute to appropriate ICT packages to monitor and report interventions.
- Identify and share local opportunities and campaigns to promote health messages.
- To use recommended, age appropriate resources to cascade health messages.

This post is not fixed to a particular centre/project; the post holder must be flexible to meet the needs of the service and the young people that it works. This may include weekend and School Holiday working.

South Tyneside Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. Successful applicants will be required to produce an Enhanced Certificate of Disclosure from the Disclosure and Barring Service.

All employees have a responsibility to undertake training and development as required. They also have a responsibility to assist, where appropriate and necessary, with the training and development of fellow employees.

All employees have a responsibility of care for their own and others health and safety.

The above list is not exhaustive and other duties may be attached to the post from time to time. Variation may also occur to the duties and responsibilities without changing the general character of the post.

Reference: AD'A/CL

Date: 8.06.18