



## **CANDIDATE PACK**

### **Support Youth Worker for 'Club Class' youth club in Bournemouth**

Thank you for your interest in working for The Separated Child Foundation.

#### **About us**

Established in 2007, The Separated Child Foundation offers practical, emotional and social support to separated children and young people in Britain who are asylum seekers or refugees - sometimes referred to as 'unaccompanied asylum-seeking children (UASCs)'. The children we support arrive with nothing, having fled their homeland because of war, terror or persecution.

We are a small but growing charity and currently have three part-time staff members: our Chief Executive, a Programme Manager, and a Project Assistant for our Arrival Packs and Sleep Packs project. The staff team is supported by 13 Trustees, 50 volunteers, and the freelance youth workers who deliver our Club Class programmes. We also have a freelance fundraiser, an HR consultant and external accountants.

#### **Why separated children need our help**

In the year ending December 2025, 4% of people claiming asylum were unaccompanied asylum-seeking children (UASC) – that's 3,598 children. These are children who arrive in the UK without a parent or legal guardian to care for them and are entitled to specific safeguarding and support arrangements under UK law. The majority (80%) of these children were aged 16 or 17. Separated children share with other refugees a well-founded fear of persecution. They experience the double trauma of separation not only from their homeland, culture and natural environment but also from the adults in their family who gave them care.

#### **About Club Class in Bournemouth**

'Club Class' is our weekly educational youth club programme. Club Class in Bournemouth is delivered in partnership with the International Care Network (ICN). This project is now well established, having first launched in 2022. The sessions take place on a weekly basis between 4.30pm-7.30pm, throughout the year including school holidays in the heart of Bournemouth town centre.

Club Class is a combination of an interactive group learning (the 'class') session on a specific topic interspersed with games and fun activities (the 'club'). Sessions are designed through a combination of topics selected from The Separated Child Foundation's framework along with subjects that the young people have expressed a desire in exploring together. Session plans take into account the variety of ages and English language ability within the group.

Examples of subjects include:-

- Cultural orientation including introduction to life in the UK
- Healthy relationships
- Independent living
- Community and belonging
- Internet safety
- Self-esteem
- Work experience and volunteering

### **About this role**

The support youth worker will work alongside the lead youth worker in the delivery and facilitation of Club Class activities to separated children aged 16-21 years old, standing in for the lead youth worker in case of unexpected or planned absences (sickness, holiday etc.). Although the lead youth worker will prepare the session materials, as the support youth worker you will be in all Club Class sessions to help in the delivery of the session (along with one support worker from ICN and one staff member – usually a personal advisor – from Bournemouth, Christchurch, Poole (BCP) local authority).

This role is offered on a freelance basis commencing September 2026 at the latest, with Right to Work and DBS checks being carried out over the summer, as well as any relevant training.

### **Equal Opportunities**

The Separated Child Foundation is proud to be an equal opportunity employer and strives to be a diverse and inclusive workplace where we can ALL be ourselves. In recruiting we welcome the unique contributions that you can bring to this role in terms of your education, culture, ethnicity, race, sex, gender identity and expression, nation of origin, age, colour, religion, disability, sexual orientation and beliefs. We particularly encourage applications from people from refugee and asylum-seeking backgrounds including former separated children.

### **How to apply for the role**

The job description and person specification are on the following pages. To apply for this role, please email your CV, a supporting statement addressing the relevant personal specification, outlining your youth work experience and providing two referees to [helen.tirebuck@separatedchild.org](mailto:helen.tirebuck@separatedchild.org).

The deadline for applications is 9am on Friday 4 September 2026. Interviews will take place on Zoom in w/c 7 September 2026.

To arrange an informal discussion about the role before applying, please contact [contact@separatedchild.org](mailto:contact@separatedchild.org)

### **ROLE DESCRIPTION ON FOLLOWING PAGES**



## **ROLE DESCRIPTION**

**Role:** Support Youth Worker – Club Class in Bournemouth

**Salary:** £16 per hour (sessions are on a Wednesday 4.30pm to 7.30pm) throughout the year

**Hours:** Three hours a week on a Wednesday

**Contract:** Freelance

**Location:** Club Class sessions are held in Bournemouth town centre

**Reports to:** Programme Manager

### **Main purpose of the role:**

The support youth worker will help deliver and facilitate educational and cultural activities to separated children (16-21 years old) in the context of an interactive youth club held weekly in partnership with the ICN in Bournemouth. Although the lead youth worker will prepare the materials, you will be supporting the delivery of the session alongside an ICN support worker during the actual Club Class session.

### **Main duties:**

- Support the lead youth worker to facilitate the weekly Club Class with the support of the ICN worker
- In the case of youth worker absence, lead in the facilitation of the Club Class session, supported by the ICN worker
- Participate in the team briefing before the start of Club Class, to share suggestions, recommend improvements and raise any issues or concerns that require actions
- Offer suggestions for outside facilitators to deliver specialist sessions where technical or sensitive subjects would benefit from third party delivery
- Work alongside lead youth worker to ensure sessions are young people-led and participants have an opportunity to input into future Club Class sessions using our participatory feedback mechanism
- Provide emotional support and guidance to the group (please note this is not a casework role), referring individual young people to their case worker where one-to-one support is required.
- Ensure the highest level of safeguarding for the young people attending with adherence to The Separated Child Foundation's safeguarding policy

- Work with the Programme Manager on ensuring Club Class sessions are appropriate and relevant to the needs of young people, and propose amendments and improvements to the Club Class framework as required
- Check email / phone messages minimum once per week and join occasional catch-up calls with the Programme Manager to provide feedback on Club Class and offer suggestions for future sessions

## Person Specification

### Essential

|                                                                                                                                                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Experience in supporting the delivery of youth-led interactive group workshops using varied techniques and approaches                                                      |
| Experience of working with or supporting young people, preferably separated asylum seeking and refugee children and/or young people for whom English is not first language |
| Qualification in (or working towards) Youth Work or comparable subject                                                                                                     |
| Awareness of the needs of young people, preferably separated asylum seeking and refugee children                                                                           |
| Demonstrable understanding of safeguarding and child protection principles and practice                                                                                    |
| Self-confidence and the ability to approach and engage with young people                                                                                                   |
| Experience of working with different languages, cultures and/or social backgrounds                                                                                         |
| A competence in use of basic IT skills such as use of PowerPoint                                                                                                           |
| A commitment to the work and values of The Separated Child Foundation                                                                                                      |
| An understanding and commitment to equal opportunities in practice                                                                                                         |
| Effective communication skills, and a good level, and understanding of spoken and written English                                                                          |
| An understanding of the need to provide a quality service without compromising professional boundaries                                                                     |
| Effective team player, able to work collaboratively and quickly develop and maintain a strong relationship with the existing team                                          |
| An understanding of confidentiality, and an impartial and non-directive approach when working with clients                                                                 |

### Successful applicants will be expected to:

1. Adhere to the principles of confidentiality, for example not discussing client details out in the public domain including your own home environment
2. Adhere to the principles of equal opportunities, for example by providing appropriate, sensitive and impartial services and being accessible to all asylum seeking and refugee young people, regardless of their personal circumstances and identity
3. Adhere to clear boundaries, for example not sharing personal telephone numbers; not to give any gifts however small or second hand; and never lend, give or accept any money
4. Adhere to our safeguarding policy and undertake online safeguarding training before facilitating sessions (arranged by The Separated Child Foundation).
5. Consent to and provide all relevant documentation for a) an enhanced disclosure by the DBS, b) a 'right to work' check and c) a Check Employment Status for Tax (CEST) evaluation.