

JOB DESCRIPTION AND PERSON SPECIFICATION AND LINK TO APPLICATION FORM

JOB TITLE: Youth Sexual Health and Relationships Lead

SALARY: £18,354 per annum (£31,813 Full time equivalent)

HOURS: 25 hours per week, term time only (42 weeks per year). Employees may request to swap up to two weeks of annual leave into term time, subject to service requirements and approval.

LOCATION: County Durham (various locations)

JOB PURPOSE

To lead and coordinate Durham City Youth Project's Sexual Health and Relationships Service across County Durham, ensuring young people have access to high-quality, accessible and confidential sexual health information, support and services.

The postholder will coordinate the day-to-day delivery of the service, deliver outreach sessions and educational workshops, supervise sessional staff, monitor performance and outcomes, and represent the service at partnership meetings. The role will provide early intervention and prevention support, identify safeguarding concerns and support young people to access specialist services where required.

KEY RESPONSIBILITIES

Service Delivery

- Deliver high-quality sexual health and relationships support to young people across County Durham.
- Provide information, advice and guidance on sexual health, healthy relationships, consent, contraception, sexual wellbeing and related issues.
- Deliver C-Card assessments and issue contraception in accordance with local procedures and training.
- Facilitate chlamydia screening and promote testing opportunities for young people.
- Deliver workshops, group work sessions and educational programmes to young people in community, youth and educational settings.

- Build positive and trusting relationships with young people and provide a safe and welcoming environment.
- Ensure all work is delivered in a non-judgmental, inclusive and youth-centred manner.

Outreach and Engagement

- Deliver outreach and mobile sexual health sessions in venues across County Durham.
- Attend fresher fairs, community events, health promotion activities and engagement events.
- Promote the service to young people, professionals and partner organisations.
- Develop innovative approaches to engage young people who may face barriers to accessing support.

Leadership and Staff Supervision

- Coordinate the day-to-day operation of the Sexual Health and Relationships Service.
- Supervise, support and guide sessional youth workers and volunteers involved in service delivery.
- Assist with recruitment, induction and training of staff where required.
- Promote good practice, consistency and quality across all aspects of the service.

Monitoring, Evaluation and Reporting

- Maintain accurate records and ensure monitoring information is completed to a high standard.
- Monitor service performance against agreed targets and outcomes.
- Prepare reports and updates for managers, trustees, commissioners and funders.
- Collect and analyse data to demonstrate the impact and effectiveness of the service.
- Ensure compliance with contractual requirements and reporting deadlines.

Partnership Working

- Develop and maintain positive relationships with schools, colleges, health services, youth organisations and community partners.
- Represent Durham City Youth Project and the Sexual Health and Relationships Service at partnership meetings, forums and networking events.
- Work collaboratively with professionals to improve outcomes for young people.

Safeguarding and Early Intervention

- Identify safeguarding concerns and follow Durham City Youth Project safeguarding procedures.
- Build trusted relationships that encourage young people to seek support and advice.
- Support young people experiencing difficulties relating to sexual health, relationships, wellbeing, exploitation, mental health or other vulnerabilities.
- Refer young people to specialist services where additional support is required.
- Maintain accurate and confidential records relating to safeguarding concerns and referrals.
- Work closely with the CEO and relevant safeguarding leads regarding any concerns.

General Responsibilities

- Drive and travel across County Durham to deliver services.
- Work flexibly, including regular evening work and occasional weekends.
- Comply with all organisational policies and procedures.
- Undertake any other duties commensurate with the role.

PERSON SPECIFICATION

ESSENTIAL

Qualifications and Knowledge

We welcome applications from candidates with backgrounds in youth work, nursing, public health, education, community development, social care and other relevant fields

- Relevant qualification in Youth Work, Health, Nursing, Education, Social Care, Community Work, Public Health or a related field, or equivalent relevant experience.
- Knowledge of sexual health, healthy relationships and issues affecting young people.
- Knowledge of safeguarding and child protection procedures.

Experience

- Experience of working directly with young people.
- Experience of delivering sexual health, health promotion, wellbeing or relationships education.
- Experience of supporting vulnerable young people.
- Experience of making referrals to specialist services and supporting young people to access additional support.
- Experience of supervising staff, volunteers, students or sessional workers.
- Experience of partnership working with a range of agencies and professionals.
- Experience of monitoring, record keeping and report writing.

Skills and Abilities

- Excellent communication and interpersonal skills.
- Ability to build positive relationships with young people from diverse backgrounds.
- Ability to engage young people in sensitive discussions in a professional and non-judgmental manner.
- Ability to work independently and manage competing priorities.
- Ability to maintain accurate records and produce quality reports.

- Ability to analyse information and demonstrate service impact.

Other Requirements

- Full UK driving licence and access to a vehicle.
- Ability to work evenings and occasional weekends.
- Commitment to equality, diversity and inclusion.
- Commitment to safeguarding children and young people.

DESIRABLE

- Youth Work qualification.
- Nursing qualification.
- SHRE (Sex and Relationships Education) qualification.
- C-Card accreditation.
- Chlamydia screening training.
- Experience of working within commissioned services.
- Experience of delivering outreach services.
- Experience of preparing reports for commissioners or funders.