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**Job Description**

**One to one Practitioner**

**Targeted Team**

1. **Working Hours: 36 per week**
2. **Salary: *From £34,255 to £36,260***
3. **Reports to: Head of Targeted Operations**
4. **Location: Bellingham office and across Lewisham**
5. **Terms of appointment: initially to March 2025**

**PURPOSE OF ROLE**

Youth First’s Targeted One-to-One Practitioner’s will deliver bespoke interventions and mentoring that support children and young people aged 8-19 up to 25 with SEND, to improve outcomes, sustain change and make positive life changes. Practitioners will use the Outcome Star Framework to assess, support and plan young people and will either use the Youth Star 2 or Teen Star package.

To deliver Youth First’s operational plan including the planning and delivery of targeted youth activities, one-to-one sessions, themed group work sessions and projects, including advocating on the behalf of young people by attending necessary professional meetings, completing and contributing to onward referrals and networking.

With a core focus on delivering activities to young people aged 8 to 19 (up to 25 with SEND) to support their social development, safeguarding and early intervention in order to prevent escalation of young people’s needs.

Demonstrate measurable outcomes for participants as judged against Outcome Star framework.

Ensure best value for money and use of resources including available staffing and volunteers.

To supervise volunteers and staff as required to fulfil YF delivery requirements.

**KEY RESPONSIBILITIES**

1. To deliver bespoke, needs-led interventions and mentoring to support a range of children and young people aged 8-19 and up to 25 with SEND.
2. Plan and organise an informal education/youth work and/or play curriculum for your allocated communities to support young people “where they are at” to positively impact them as measured by the Outcome Star Framework.
3. Use innovative, safe, popular, fun and outcome focused activities that appeal to local young people and support their achievement of outcomes.
4. To hold and manage a caseload determined by the Targeted Head of Operations over 12-18 weeks.
5. To complete and contribute towards Early Help Assessments and other onwards referrals as required.
6. To attend relevant professional’s meetings relevant to your caseload i.e. Team Around the Family, Child in Need (CIN) and strategy meetings
7. To record interventions on young people using relevant frameworks provided including Views
8. Manage budget, programme planning, health and safety, and resources in line with the role.
9. To contribute towards, monitor and report on the development of and ensure Key Performance Indicators (KPI) are met. Including submitting relevant information quarterly to contribute to dashboards, reporting and funding applications.
10. To complete risk assessments and incident forms where required to safeguard all work carried out with young people, including home visits
11. To attend relevant community, partner, supervisions and team meetings
12. Manage service users’ involvement in designing and shaping services and ensuring the championing young people’s voice to ensure service delivery reflects local needs.
13. Manage, supervise and support volunteers and peer motivators in line with relevant pieces of work.
14. Plan and deliver local and support service wide fund raising and income generation activities
15. Be able to work during anti-social hours (evenings) and weekends as and when necessary.
16. Represent Youth First on relevant panels and networking events such as Fathers Groups, Panel meetings and Lewisham Youth Justice events.
17. Liaise and develop partnerships with council, statutory and the voluntary sectors to maximise support for young people. Including managing and updating the Directory of Services.
18. Manage and ensure effective financial control and reporting, including the maintenance and development of Youth First’s finance policies and procedures.
19. Identify your own and others’ developmental needs and take part in or source training to address these.
20. Take part in recruitment, development and retention of staff across Youth First as requested. And inducting volunteers under your supervision.

1. Manage a robust early help and prevention strategy that ensures young people’s needs are picked up as early as possible in accordance with Youth First safeguarding procedures.
2. Undertake other responsibilities commensurate with post and responsibilities including covering other aspects of youth work in the service where required.
3. You will be employed to work a set number of hours per week, which will usually be worked between Monday and Saturday from 9am and could include evenings up to 9.30pm. Exact details of your initial working pattern will be provided to you by your manager before you start work and will be agreed according to service demands. The staff rota may be changed by Youth First from time to time, in consultation with you, if it considers that the service needs require this.

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**Person specification**

**Job Title: One to one Practitioner**

The Person Specification is a picture of the skills, knowledge and experience needed to carry out the job. It has been used to draw up the advert and will also be used in the shortlisting and interview process for this post.

**Essential Requirements**

|  | **Essential** | **Desirable** |
| --- | --- | --- |
| Experience of managing direct front line youth work and delivering high quality services to young people with efficient and effective use of resources particularly in one-to-one capacity. | **x** |  |
| Experience of effectively managing a caseload. |  | **x** |
| Commitment to working in a diverse environment and to equal opportunities | **x** |  |
| Experience of completing robust risk assessments and needs assessment including any onward referrals. | **x** |  |
| Experience of attending professional’s meetings including Team Around the Family, Strategy meetings, Child in Need Meetings (CIN) and others. |  | **x** |
| Professional qualification in Youth and Community Work at NVQ 4 (minimum) **or** relevant equivalent degree level and/ or substantial experience with the expectation of working towards a recognised qualification within a year. | **x** |  |
| Mentoring, coaching or therapeutic qualifications or relevant experience. |  | **x** |
| Working knowledge and understanding of the ethics and principles of youth work, including strategies that encourage social inclusion, and promote the empowerment and participation of young people and a thorough knowledge of the issues currently facing young people. | **x** |  |
| Excellent understanding of relevant safeguarding, early intervention, risk assessment and Health & Safety responsibilities, including lone working. | **x** |  |
| Ability to use ICT for all areas of work including basic Microsoft office software (Excel, Word and Outlook). | **x** |  |
| Proven skills in effective communication, verbal and written, with colleagues, professional staff and volunteers and young people drawn from a wide range of agencies and services within both the statutory and voluntary sectors of provision. | **x** |  |

This position requires and enhanced DBS check and will require you to undertake Safeguarding training within 3 months of appointment and refresher training thereafter

If you are a disabled person but are unable to meet some of the job requirements specifically because of your disability, please address this in your application. If you meet all the other criteria you will be shortlisted and we will explore jointly with you if there are ways in which the job can be changed to enable you to meet the requirements.