**Prism Youth Project Job Description**

**Job Title:**

Compass project – evening group worker

**Main purpose of job:**

To support pupils through their journey, ensuring youth work practices are used to create a positive environment for young people. Whilst covering local and national issues, concerns, celebrations as part of the evening provisions. Using arts and crafts, sports, cooking/baking and music and tools to engage young people from the local community.

**Position reports to:**

Site Coordinator

**Location:**

PRISM – Girlington

**Salary:**

£10.50 per hour (6 hours per week)

Monday and Thursday 5pm – 8pm

**Main tasks of job:**

* Ensure a high standard of health and safety is adhered to at all times.
* Ensure that an up-to-date risk assessment is available for all activities to be carried out on site.
* Attend and contribute to meetings to identify tasks, safeguarding, health and safety issues and provide updates in relation to post
* Participate in supervision with line manager
* Participate in regular CPD activities as directed by line manager
* Contribute to the identification and planning of tasks to be completed with the groups
* To facilitate sessions
* Demonstrate ability to work using own initiative, demonstrating a high level of self-organising ability.
* Demonstrate ability to work to a set timescale and deadlines
* Work alongside other projects to ensure services users receive a seamless service
* Adhere to Prism’s policies and procedures in relation to all aspects of the organisation, ensuring that all service users including pupils are safeguarded and concerns reported as required
* To be an advocate for Prism both within and outside of the organisation
* Produce written professional reports in relation to the role when required
* Ability work evenings and weekends
* Any other reasonable tasks as directed by senior management
* To advocate the health needs of young people
* Signpost young people and families to appropriate services and organisations
* To ensure that key messages are promoted
* Work with colleagues to ensure that positive messages are embedded across the entire school culture
* To monitor, review and report on project outcomes
* To play a full part in the life of the community, supporting the ethos of PRISM and encouraging staff, parents and pupils to do likewise
* To liaise with external support agencies, when necessary, particularly to meet the needs of young people
* To provide young people with a confidential service whilst adhering to PRISMs safeguarding policy and procedure

**Licences, registrations and qualifications**

1. Full Clean Driving licence desirable
2. Level 2 (or equivalent) Maths and English
3. Level 4 or above in HTLA/Youth Work or above

This job description serves to illustrate the scope and responsibilities of the role and is not intended to be an exhaustive list of duties. You will be expected to perform other job-related tasks requested by management and as necessitated by the development of the charity.