



**West Rhyl Young People's Project**  
Registered Charity No. 1040386  
17 Bedford Street, Rhyl, Denbighshire LL18 1SY  
01745 357941  
info@vivalgbt.co.uk



Dear Applicant,

### **Viva LGBT+ Lead Youth Worker**

Thank you for your interest in this post.

Viva LGBT+ - is part of West Rhyl Young People's Project (WRYPP). We are looking for an experienced, highly motivated and enthusiastic lesbian, gay, bisexual or trans (LGBT+) Youth Worker to lead a team providing support and informal education for young people who identify themselves as lesbian, gay, bisexual and/or trans, or who may be questioning or unsure of their sexual and/or gender identity.

**An important aspect of this role is for the post holder to serve as a positive LGBT+ role model to young people.**

Viva LGBT+ aims to make contact with and engage young people who are currently experiencing social exclusion due to their emergent sexual orientation and/or gender identity and to provide them with a safe environment and opportunities to meet others of the same age to develop friendships and to explore the issues of importance to them.

The Youth Work Curriculum Statement for Wales states: *"Youth work is driven by the voluntary principle which recognises that young people have the right to choose whether to engage with youth work provision"*.

### **LOCATIONS**

You will facilitate groupwork sessions and conduct outreach work with young people in a variety of settings in various locations across Denbighshire, Conwy, Flintshire and Wrexham. You will be required to work at up to 3 of the 4 sites each week.

### **EQUALITY AND DIVERSITY**

All staff of West Rhyl Young People's Project are responsible for upholding high standards of inclusivity, as required by the Equality Act 2010, when planning and delivering youth work. All staff must ensure that pro-active, anti-oppressive practice is adopted at all times; in line with the WRYPP's Equality and Diversity Policy.

**The ability to communicate in Welsh is particularly desirable.**

Employment is subject to references and DSB check.

**Designation:** Lead Youth Worker – Viva LGBT+

**Salary:** £24,485 per annum

**Employed by:** West Rhyl Young People's Project, 17 Bedford Street, Rhyl Denbighshire LL18 1SY

**Accountable to:** WRYPP Project Manager

**Contracted hours:** 37 hours per week, this will include evening and occasional weekend duties

**Contract:** This post is funded for three years

**Funded by:** BBC Children in Need

**The closing date for completed applications is: Midday, Friday 17th August 2018.**

Interviews will be held on **Tuesday 28th August 2018**. You will only be contacted if you are being invited for interview (regretfully we do not have the capacity to reply to applicants not shortlisted).

As part of the assessment process there will be two interviews;

- a) A formal panel in the daytime, made up of a young person and two staff members, and
- b) a young people's group interview in the evening.

**Sending us your application form:**

Please fill out the application form and return it to us by email or post.

Best of luck, completing the application form. If you have any questions about the role, please contact Gareth Davies on 01745 357941, who will be happy to discuss these with you.

## **JOB DESCRIPTION**

### **Viva LGBT+ Lead Youth Worker 37 hours**

#### **Job Purpose**

1. To provide direct services to young people as part of Viva LGBT+.
2. To be Team Leader of a small team (including youth support workers and volunteers) responsible for developing and delivering a range of informal education and personal development activities for LGBT+ and questioning young people.
3. To take lead responsibility for planning and running up to four weekly, age-appropriate, face to face sessions that offer activities and information to support the educational, social and personal development of LGBT+ young people.
4. To provide outreach one to one support to young people (and occasionally to their families).
5. To plan, organise and deliver centre-based drop-in sessions at various sites across the counties of Denbighshire, Conwy, Flintshire and Wrexham.
6. To plan, co-produce (with young people and colleagues) and deliver educational workshops pertinent to the needs of the client group.
7. To facilitate the self-empowerment of young people to make informed choices about their lives, which enhance and promote their personal development, health and well-being.
8. To actively encourage and promote the involvement of young people in the decision-making, planning and development of the service and programmes.
9. To to design and deliver awareness raising training for other providers of services to young people.
10. Provide up to date and high quality information to young people, their families and external agencies.

#### **Additional Responsibilities**

11. To promote Viva LGBT+ to young people, families and local support agencies and providers, in particular schools and youth services.

12. To build links and assist in the establishment of effective partnerships that will support and advance the overall work of our LGBT+ youth provision and other WRYPP services.
13. To develop, establish and maintain referral systems and protocols between Viva LGBT+ and external agencies.
14. To keep up to date with services and other developments that relate to young people.

### **General tasks**

15. To lead and guide colleagues to ensure that the safety and well-being of young people and staff is maintained at all times.
16. To maintain accurate and up to date records of work carried out within the service - including records of young people, one to one meetings and incident reports - and support the Team Leader in production of reports.
17. To lead on the ongoing evaluation of services, making changes and assisting in developing new services as required.
18. To supervise the Youth Support Worker and share with them supervision duties for volunteers and trainees.
19. To attend line-management and any other supervision.
20. To undertake relevant training and development courses.
21. To work within WRYPP's policies and procedures, observing at all times confidentiality and safeguarding procedures, and to actively promote and implement WRYPP's commitment to equality and diversity.
22. To undertake some limited general office reception duties such as cleaning, dealing with office correspondence and welcoming clients into the building.
23. To respond to general telephone enquiries and requests for assistance, information and/or details of WRYPP services.
24. To be responsible for any specific financial procedures as directed by the Project Manager e.g. when handling petty cash.
25. To undertake any other duties in line with the role, responsibilities and activities of the post and any other duties as might reasonably be asked of the post holder at the request of Project Manager.
26. To understand and support the overall work of the organisation.

## **Person Specification - Viva LGBT+ Youth Support Worker**

### **Essential**

#### **Education & Qualification**

Educated to degree level in Youth & Community Education or substantial relevant experience

#### **Experience of:**

1. Working with vulnerable young people
2. Planning, preparing and delivering appealing and enjoyable social and educational activities for young people
3. Preparing and delivering educational workshops to young people and adults
4. Working with individuals and small groups in developmental and empowering ways
5. Providing one to one support for young people
6. Working collaboratively with partner organisations to maximise impact
7. Monitoring progress and evaluating outcomes

#### **Knowledge**

8. In-depth knowledge and understanding of issues affecting LGBT+ young people in particular and of local and regional LGBT+ support networks
9. Knowledgeable about youth work theory and practice

#### **Skills and Abilities**

10. Effective listening skills
11. Ability to motivate, inspire and empower children and young people
12. Ability to design and deliver creative activities for children and young people
13. Effective communication skills, verbal and written (reports and monitoring)
14. Ability to prioritise and manage own workload
15. Ability to work in an environment dealing with challenging and sensitive issues
16. Ability to work flexible hours (including evenings and weekends)
17. Basic IT skills

#### **Critical Personal Attributes**

18. A genuine interest in young people and commitment to their wellbeing and empowerment
19. Demonstrable commitment to combating all forms of discrimination
20. Comfortable and able to work with difficult situations
21. Committed to meaningful youth participation
22. Can work remotely and use initiative
23. Maintains robust professional boundaries with children and young people and their families
24. Contributes positively to the work of colleagues and the wider team

#### **Desirable**

25. Ability to communicate in Welsh is highly desirable