**Diverse Youth NI**

**Job Title:** Digital Skills Mentor  
**Organisation:** Diverse Youth NI  
**Location:** 275A Antrim Road, Belfast, BT13 3GT  
**Job Type:** Youth Empowerment - Leadership Programme  
**Hours per week:** 4  
**Contract Duration:** Through the Summer  
**Age:** 13 – 16 Years

**About Diverse Youth NI**

Diverse Youth NI is dedicated to promoting inclusion, diversity, and integration among young people in Northern Ireland. We aim to create a supportive environment where every young person feels valued and included, regardless of their background or circumstances.

**Job Description**

Assist in interactive group sessions on various digital topics, creating a fun and engaging learning environment.

**Key Responsibilities:**

* **Assess and Assist:** Evaluate participants' existing ICT skills and provide individualized support and guidance in areas such as basic computer operation, internet navigation, and software usage.
* **Project Facilitation:** Support participants in undertaking digital media projects, such as creating videos and designing graphics.
* **Coding Exploration:** Introduce basic coding concepts and guide participants in creating simple programs or interactive projects.
* **Data Entry:** Assist in inputting data and managing digital records.
* **Workshop Preparation:** Help set up and prepare materials for digital skills workshops.
* **Peer Mentorship:** Offer peer-to-peer support and encouragement to fellow participants.
* **Resource Management:** Assist in organizing and maintaining digital resources and equipment.
* **Feedback Collection:** Gather feedback from participants to help improve the program and suggest new topics for future sessions.

**Skills of Value**

* **Technical Proficiency:** Enhance ICT skills and knowledge while helping others.
* **Mentorship and Leadership:** Gain experience in guiding and supporting peers in a learning environment.
* **Communication and Collaboration:** Enhance communication and teamwork skills through project collaboration and assisting others.

**Qualification**

* Entry Level (GCSE or preparing for GCSE) and above.
* **English requirement**: Fluency in writing and speaking
* **I.T requirement:** Basic knowledge of Microsoft word and PowerPoint
* **Application Process:** Interested applicants should signify interest by contacting and apply by filling the application form and submit to [diverseyouthsni@gmail.com](mailto:diverseyouthsni@gmail.com)

**For more information if needed, contact:**

* **Alexis:** +447871484445
* **Victor:** +447591394250

**Note**: An offline informal interview will also be conducted to pick the most qualified young person for this role.

Diverse Youth NI is an equal opportunities employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

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**Contact Information:** For further inquiries, please contact [info@diverseyouthni.com](mailto:info@diverseyouthni.com).