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**Post: Youth Worker - YouthStart (REF: 25/26 YW-NWCCG)**

Title:	Youth Worker
Responsible to:	YouthStart Senior Youth Worker/YouthStart Project Manager
Links to:	Youth Work and Admin/Finance Teams
Funder:	UK Government through UK Shared Prosperity Fund
Location:	North West Regional Office
Hours:	37.5 hours per week. These will require you to be flexible and able to work during the day, in the evenings, on residential and at weekends.
Salary:	£27,202 (Qualified)/£23,178 (Unqualified)

**FIXED TERM CONTRACT**

This is a fixed term contract to 31<sup>st</sup> March 2026 with possible extension subject to funding and individual performance.

**About YouthAction NI**

YouthAction NI is an outward and forward-looking learning organisation with a conscious and evolving leadership culture that embraces self-evaluation and continuous improvement to best meet the changing needs of young people through youth work and youth arts.

It is a membership-based youth work and arts charity that actively works with young people as partners to tackle inequalities in their lives. Through such intention and purpose, our mission is to: improve their life chances; inspire them as activists; grow inclusive and outward looking communities and build a peaceful and shared society.

The organisation has regional bases in Belfast (College Square North), Armagh, Derry/L'Derry, Enniskillen, Kilkeel and Newry.

**Company Benefits**

- Inclusive and Friendly Working Environment
- Attractive annual leave with length of service rewards
- Allocated well-being days at Christmas
- Occupational Family Friendly Policies
- Occupational Sick Pay
- TOIL
- Personal Development including in service training opportunities
- Investors in People Award - Silver



## DESCRIPTION OF PROJECT

**YouthStart** is a consortium of 7 leading youth work charities, YouthAction NI (lead partner) Include Youth, Springboard Opportunities, Start360, The King’s trust (formerly The Princes Trust), the BYTES Project and the Northern Ireland Youth Forum.

**YouthStart is a regional youth employability project** which will target, train and progress **1308 rural/urban young** people who are not in employment, education or training (NEET)/economically inactive. The project will run from 1rom 1<sup>st</sup> April 2025 to March 2026.

**YouthStart’s** priority objective is to support young people into employment.

**YouthStart** uses a youth work approach alongside strong community and private sector partnerships to support and progress, young people into employment, mainstream training or education.

**YouthStart** will build young people’s skills set in 3 key areas:

- **Skills for living** (tackling barriers and building confidence, resilience, motivation);
- **Skills for learning** (accredited training leading to practical and industry relevant qualifications)
- **Skills for work** (employability skills, job search skills, volunteering, industry specific work skills, ‘taster’ work experiences with local employers/ business partners in key growth sectors).

**KEY ROLE:** To deliver the YouthStart project and achieve the following Council targets, outputs and outcomes.

### YouthStart Recruitment Targets:

Recruit a minimum of **35 economically inactive young people (NEET) aged 16 – 25 years from the Causeway Coast & Glens District Council** and support our work in the North West region.

### Output and Outcomes Targets

Outputs		No
1	Number of economically inactive young people recruited and engaged - minimum	35
4	Number of young people undertaking and achieving a qualification - minimum	30
Outcomes		No
1	Number progressed into employment – minimum	15
2	Number progressed into education/training – minimum	10
3	Number sustaining employment for 6 months - minimum	10



## KEY TASKS/JOB RESPONSIBILITIES

- **Recruit**

- To recruit the minimum target number of **economically inactive** young people from the above Councils to include: street based/detached youth work, connections with local schools, local community partners, social services etc.
- To work closely with our local members in communities to connect with local young people and to deliver programmes in communities.
- To identify barriers to participation and mitigate these.
- To identify individual needs and create a personal learning and action plan for each young person.

- **Plan**

- To involve young people as co-designers of a planned and flexible programme that suits them.
- To make practical arrangements (travel; refreshments; venue etc.,) within agreed budget.
- To co-ordinate programme activities with local community partners.
- To liaise with our other YouthStart partners to create collaborations, shared events and activities, and opportunities for young people.

- **Deliver**

- To deliver a menu of options and training for young people to choose from that will build their skills for work to include:
  1. Personal development activities and residentials to build life and work skills.
  2. Mental health and wellbeing and one to one support to build life skills.
  3. Money management and budgeting skills to build life skills.
  4. OCNNI qualifications and industry specific training to build learning and work skills.
  5. CV building, interview skills, skills days to build job search skills.
  6. Taster days, site visits, work placements, volunteering etc to build work skills.
- To build strong and productive partnerships with local employers/ business partners to build young people's skills for work through taster days etc and to progress young people in to work.
- To plan, organize and lead a minimum of one YouthStart shared learning event for youth workers/young peoples on YouthStart from across all our YouthStart partners'.



- **Record**
  - To record OUTPUTS and OUTCOMES achieved - enrolments, achievements and progression data.
  - To ensure parental consent (under 18s) and young people's consent forms are kept on file.
  - To ensure that sessions plans and recordings are kept on file.
  - To ensure a baseline and evaluation system is in place.
  - To record and ensure evidence of impact is kept on file – qualitative and quantitative data.
  - To provide quarterly progress reports.
  - To upload regular communications and promotion through social media.
  - To report to individual scorecards that contribute to the organisational data collation.
  - To utilise Reflective Practices to demonstrate growth and development.
  
- **Review**
  - To follow all financial, monitoring and administrative duties for tasks, as required.
  - To ensure ongoing recording of practice for dissemination and evaluation purposes.
  - To identify and undertake training appropriate to the needs of the post in agreement with Line Manager (as part of your Continuous Professional Development).
  
- **General**
  - To support the promotion of YouthStart in accordance with agreed objectives.
  - To attend and contribute to relevant meetings (team, YouthStart consortia).
  - To promote the project outcomes and impact through regular updates on the agency web site, social network sites, agency newsletter and the e-news (adhering to UKSPFNI guidelines).
  - To provide membership support and development to local members.
  - To maintain administrative systems required to support the work of the project (procurement, purchase order, cheque requisitions).
  - To work within agreed budgets, adhering to YouthAction Northern Ireland's financial procedures at all times.
  - To be proactive in the development of resources that enable practitioners to work more effectively with young people.
  - To follow policies and practices as set out by YouthAction Northern Ireland especially adherence to Child Protection Policies and Procedures.
  - To reflect the ethos, policies and practice of YouthAction Northern Ireland at all time (adhering to the youth workers charter).
  - To attend YouthAction staff in-service training days and staff days for development, well-being, understanding and cultivating relationships.



**ESSENTIAL CRITERIA:**

**Qualifications**

1. JNC/NSETS professionally qualified with Degree in Community Youth Work  
Or  
Be working towards the completion of the Degree in Community Youth Work  
Or  
Youth work qualified to Level 4 i.e. Certificate in Community Youth Studies and have a minimum of 2 years' experience of delivering community youth work  
Or  
Hold an Honours Degree in a related field (health, social policy, social work, education) and have a minimum of 2 years' experience of delivering community youth work.

**Skills/and Experience (showing evidence):**

2. Recruitment: proactive recruitment and range of methods to engage 'hard to reach' young people.
3. Retention and support: individual and group-based support to young people, employing a range of approaches that involves co-design with them.
4. Youth employability: developing and delivering a creative and innovative curriculum to engage, motivate and progress young people into work.
5. Training: delivering structured accredited training and assessing OCNNI qualifications.
6. Partnerships; working and collaborating with other external groups and organisations.
7. Organisational and administrative skills (e.g. filing, planning, record-keeping, note-taking, priority plans, reviewing, setting goals, managing workflow, monitoring and evaluation, practice recordings).
8. Full driving licence and access to a car to facilitate the requirements of the job.

**Knowledge**

9. Have an understanding of youth employability and the challenges and barriers young people who are NEET face.
10. Knowledge of progression into work pathways for young people (apprenticeships, training, FE courses, academies, etc).
11. Have an understanding of the local economy, economic trends, and industry and employer needs.
12. Knowledge of youth work and education priorities and policies.

**Desirable Criteria:**

1. OCNNI Assessor Trained