

# Job description

<b>Job Title:</b>	<b>Youth Engagement Worker</b>
<b>Location:</b>	Foyle Office (32 hours) responsible for Western and Northern Trust area.
<b>Managed by:</b>	Somewhere for Us Project Manager
<b>Hours:</b>	32 per week
<b>Contract:</b>	Part Time, Temporary (till June 2027)
<b>Salary:</b>	FTE: £24,998 (pro-rata £22,855.31)

## JOB DESCRIPTION

### Purpose of the Post

This post will work within the Somewhere for US, Service Delivery Team across NI.

It will be responsible for the:

- Development and maintaining relationships within specific communities and organisations, within agreed Trust areas.
- Day-to-day engagement and delivery of a range of bereavement supports to children, young people and communities across Northern Ireland.
- Supporting volunteers to be actively involved within the project

The project service is co-designed and reviewed with the Youth Advisory Group.

## **Key responsibilities and duties**

### **Service Delivery:**

- Work with Project Manager to develop and implement effective strategies to ensure equitable and effective service provision for bereaved children, young people, families and communities across Northern Ireland.
- Work effectively within the team to ensure the needs of children and young people are met.
- Contribute to the implementation and delivery of the service plan to meet the needs of children and young people across NI and ensure delivery of Service agreement/outcomes.
- Actively support children and young people to engage with the service.
- Facilitate a range of supports including 1-1 and group work within community settings, to enable children, young people and communities to understand bereavement and how to support others.
- Actively review service needs of bereaved children, young people, families, and communities and assist in adapting the service to respond to emerging need.
- To work with community groups and organisations in delivering awareness and support sessions to upskill parents, community workers, teachers etc to help them be better equipped to support bereaved children and young people.
- Develop and maintain relationships with communities and organisations within specific trust areas to ensure the needs of children and young people are effectively met and especially those from hard-to-reach communities.

### **Administration/policy and procedure:**

- Ensure effective administration and event management of activities for children, young people and their families.
- Maintain accurate and up to date records of all aspects of the work, in line with Cruse policy and procedures.
- Ensure implementation of Cruse policies and procedures within all aspects of the work. Advise Project Manager of any issues with implementation of policy and procedures.

### **Safeguarding:**

- Always ensure safeguarding of children, young people, families and communities in line with Cruse Safeguarding policies and procedures.

- Ensure that all aspects of the work is carried out safely for self and others, in line with organisational Health and safety policy.
- Positively promote and live out Cruse Bereavement Support values, in all aspects of the work.

**Other:**

- Undertake a programme of continued professional development to ensure skills and knowledge for the work are regularly updated.
- Work contracted hours flexibly, according to the needs of the project, including on occasions to work during the evening and at weekends in agreement with Project Manager.
- Undertake any other duties that maybe requested at times by the Project Manager, that are in line with level of role and responsibility.

This list is not exhaustive, and amendments and additions may be required in line with future policy changes.

This post will require the candidate to undergo an enhanced check via the Access NI service prior to commencement of employment.

The post-holder must carry out his or her duties with full regard to the organisation's Equal Opportunities policy.

Ability and willingness to travel independently across NI to deliver the project is essential part of the role.

# Person Specification

## Education and Training

### ***Essential***

- Minimum Level 2 qualification in Youth and/or community work, or counselling and minimum 1 year work experience in working within children and/or youth setting, or
- 2 years' experience working within a children and/or youth setting assisting young people to meet their potential and evidence of ongoing CPD for working with young people.

## Experience

### ***Essential***

- Evidence of effectively working within a demanding and potentially stressful environment with individuals who are vulnerable, assisting them to work through issues, sensitively and effectively as they arise.
- Evidence of creating an environment for children and young people to participate fully and meet their potential.
- Ability to effectively deliver workshops within community settings

### ***Desirable***

- Experience of working/volunteering within a community or school or youth club.
- Experience of co-production.
- Experience of peer led activities, to include peer and group support, 1-1 support.

## **Knowledge**

### ***Essential***

- Understanding of the issues affecting children and young people today.
- Knowledge and understanding of impact of bereavement and loss on children and young people
- Knowledge of key principals for effective peer and group support.

### ***Desirable***

- Knowledge of models of family support.
- Knowledge and understanding of ethnic, religious and cultural diversity and how to respond when the needs of groups or individuals are not being met.

## **Skills**

### ***Essential***

- Ability to use the Internet and Microsoft Office packages, especially Excel, Word, Outlook and PowerPoint.
- Ability to produce computerised reports to present data.
- Good interpersonal skills and written and verbal communication
- Ability to build meaningful and appropriate relationships at all levels.

## **Personal attributes**

### ***Essential***

- Work effectively as part of a team and on own initiative.
- Flexible and adaptable to manage issues as they arise.
- Ability to be able to self-manage own emotions in an environment where bereavement issues are constantly under discussion.
- Ability to work contracted hours flexibly according to meet the needs of the organisation including occasional evening and weekend work.
- Full driving licence and/or have access to a form of transport which enables the post holder to undertake the duties of the post in full.

## **Commitment to**

### ***Essential***

- Participate in regular line management, supervision sessions and staff meetings.
- Undertake Continued Professional Development.
- Live out Cruse Bereavement Support's Values in all aspects of the role.
- Equality, Diversity and Inclusion.