



JOB DESCRIPTION

JOB TITLE: Youth worker- Girls and young women aged 8-13.

14 hours. Initially 6 months.

POST TO WHICH DIRECTLY RESPONSIBLE: **Operations Manager**

JOB PURPOSE:

The main role of this post is to plan, facilitate and evaluate group work, holiday programmes, schools work and projects with girls aged 8-13.

Job Role / Responsibilities

1. To make contact with girls to enable them to access groups and projects within Getaway Girls
2. To plan, facilitate and evaluate girls groups including 8-11's and 11-13's groups,
3. To plan, facilitate and evaluate schools work programmes, holiday schemes and other opportunities for girls.
4. To attend regular supervision, team meetings and training
5. To maintain appropriate records on our CIVI CRM system, evaluate work with young women and carry out the administration necessary to support the work
6. To undertake any other duties as required by Getaway Girls

PAY SCALE: £24,702 pro rata

QUALIFICATION

Relevant experience. Relevant qualification is desirable

ORGANISATIONAL REQUIREMENTS :

- Ability to work regular evenings and some weekends.
- Commitment to attend team meetings and team development days.
- To contribute to the daily smooth running of the organisation.
- To work within Getaway Girls values
- To abide by the rules & regulations in the staff handbook.
- To take responsibility for Health & Safety and risk assessments.

PERSON SPECIFICATION

JOB TITLE: Girls and Young Women's worker

Detailed below are the types of skills, experience and knowledge that are required of applicants applying for the post. The 'essential requirements' indicate the minimum requirements and applicants lacking these attributes will not be considered for the post. The points detailed under 'desirable requirements' are additional attributes to enable the applicant to perform the position more effectively or with little or no training. They are not essential but may be used to distinguish between acceptable candidates.

SKILLS	essential	desirable	MOA
Ability to facilitate girls groups and projects	✓		AI
Ability to develop rapport with girls	✓		AI
Ability to make contact with girls	✓		AI
group work using a range of approaches	✓		AI
Ability to organise projects, prioritise work and meet deadlines.	✓		AI
Ability to work in partnership, on own initiative and within a team	✓		AI
Ability to empower girls to participate within Voice and Influence opportunities	✓		A

KNOWLEDGE OF/ QUALIFICATIONS	essential	desirable	MOA
Relevant qualification		✓	AC
Effective approaches for Voice and Influence	✓		AI
Understanding of the ethos of young women centred work	✓		AI
Knowledge of issues affecting girls and young women	✓		AI
Knowledge of various IT packages.		✓	A
Knowledge and understanding of confidentiality, equity and diversity and safeguarding	✓		AI

EXPERIENCE	essential	desirable	MOA
Working with girls aged 8-13	✓		AI
Supporting girls from a diverse range of backgrounds and needs	✓		AI
Outreach with girls	✓		A
Working in partnership		✓	AI

PERSONAL CHARACTERISTICS	essential	desirable	MOA
Commitment to the development of positive experiences for girls	✓		AI
A desire to learn from own and others experience and supporting volunteers, students, peer educators and peer support workers within Getaway Girls	✓		AI
Commitment to working within Getaway Girls values and policies	✓		AI
Willing to work regular evenings and some weekends	✓		AI
Enthusiastic and Motivated	✓		AI

METHOD OF ASSESMENT

A = Application form

I = Interview

C = Certificate