

# SENIOR YOUTH WORKER APPLICATION



**Kidz Konnekt**



Company limited by guarantee No: 6993614  
Registered Charity Number 1138691

jobapplicationpack2009



## WELCOME

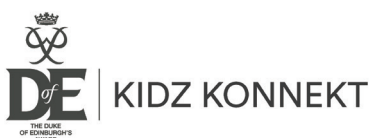
Dear Applicant

Thank you for your interest in working at Kidz Konnekt in the Youth Service Team. Kidz Konnekt is a Children and Young Peoples Charity that has been operating for 20yrs delivering a wide range of Youth Services to young people aged 8-19yrs of age.

Based within the service we have a range of projects namely an open access Youth Service, Emotional Health & Wellbeing service and an Outdoor Activities project.

We are looking for dedicated Senior Youth Worker who really wants to support children and young people to remove barriers and offer support to help them reach their potential. As a big part of this role, we want a Youth Worker with the passion to lead a Team and who can support the delivery of a range of Youth focused activities and educational sessions.

We are looking forward to reading your application and should you have any questions please feel free to drop us an email: [Admin@kidzkonnekt.co.uk](mailto:Admin@kidzkonnekt.co.uk)



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## AIMS AND OBJECTIVES

Kidz Konnekt is a Children and Young People's Charity set up in 2004. The objects for which the Company is established are to act as a resource for young people up to the age of 25 (twenty-five) years of age living in the North of England by providing advice and assistance and organising programmes of physical, educational and other activities as a means of:

- (a) Advancing in life and helping young people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals;
- (b) Advancing education;
- (c) Relieving unemployment;
- (d) Providing recreational and leisure time activity in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of life of such persons.

## PROJECT SPECIFIC INFORMATION:

Kidz Konnekt runs a wide range of Children and Young People's Youth Services to offer support in a holistic manner, providing facilities and resources, support and positive activities to encourage, educate and improve their health, wellbeing and aspirations.

We run Youth Clubs every day, Sports Clubs, Outdoor Adventure Clubs, Music Workshops, Art Club, School Holiday activities and our Young Leaders programme to support young people's Citizenship, Personal Development and having a Voice. We work in schools providing Outdoor Education and Team building workshops every day and we have an early intervention Emotional Health and Wellbeing project.

During all school holiday periods we are always open to support young people and their families to stay engaged when schools are closed. We provide a wide range of trips out, food and hot meals, sport and recreation.

We have our very own new Youth & Community centre in the heart of the community attached to the local leisure centre and it has modern facilities and is very attractive place for young people, parents, families and other organisations to come together. We also offer young people a safe place to learn and grow as a member of their community and supporting them to become a fully engaged member of society. The activities we provide are inspiring and help to build confidence, raise aspirations and allow a person to get out of their comfort zone

We have very strong Community links, we have been here 20yrs and have been working with whole families. We have worked with multiple generations of the same families' and provide much needed parent support, family holiday activities, events for all the family, family resources and referral support to other family support networks.



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## **JOB DESCRIPTION**

**POST TITLE:** Senior Youth Worker

**POST GRADE:** £24,636 - £27,344 (20hrsmin – 30hrs max depending on availability)

**RESPONSIBLE TO:** Youth Development Manager

### **RESPONSIBLE FOR:**

- The effective day to day running and development of Kidz Konnekt Youth Service
- To work effectively as part of the Leadership Team under the direction of the Manager
- Develop School Partnership work to support partnership work and Youth engagement
- Create, develop and monitor safe practices within the Organisation
- The recruitment and supervision of Project Workers and Sessional staff
- The development of appropriate evaluation and monitoring in line with all funders requirements
- Engage and develop young people's interest in positive activities
- Promotion of projects/clubs and removing barriers to youth engagement

### **DUTIES AND RESPONSIBILITIES:**

- To establish contact and work with young people within the community with a view to developing their Social Education & Emotional Wellbeing.
- To establish effective working relationships with other professional and voluntary bodies that encourage and practice partnership working in the delivery of services for young people
- To lead and direct the work of the Youth Work Team
- To inform and support the work programme of the Project Worker
- To oversee and be responsible for the building and its resources
- Identify and pursue funding opportunities
- To attend all relevant meetings pertinent to the post.
- To meet the requirements as set by the Project to evaluate and monitor all areas of work.
- To produce and/or present written or oral reports as, and when, required or requested.
- To oversee the delivery of projects, targets and outcomes and the adherence of high professional standards of work.
- To participate in training and development activities as required and assist with the training and development of colleagues.
- To carry out all work to Kidz Konnekt's policies, procedures and values
- To take responsibility to meet targets and deadlines as per agreed work plans
- All employees are expected to demonstrate a commitment to the principles of Equal Opportunities, both in relation to employment and service delivery.
- The above duties and responsibilities cannot totally encompass or define all tasks, which may be required of the incumbent. The outlined duties and responsibilities may, therefore, vary from time to time without materially changing either the character or level of responsibility. These factors are reflected in the post grade.



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## PERSON SPECIFICATION

FOR THE POST OF: **Senior Youth Worker**

EDUCATION AND KNOWLEDGE	ESSENTIAL	DESIRABLE	EVIDENCE
<ul style="list-style-type: none"> <li>• Recognised Qualification in Youth Work or equivalent</li> <li>• Leadership / management qualification</li> <li>• Good standard of education including GCSE English and Maths or equivalent</li> </ul>	*	* *	AF AF AF
<b>EXPERIENCE</b>			
<ul style="list-style-type: none"> <li>• Wide ranging experience of youth work</li> <li>• Ability to lead and supervise others</li> <li>• Experience of Community Outreach work</li> <li>• Proven success of network and partnership working and/or work within a multi-disciplinary environment.</li> <li>• Evidence of setting up innovative and creative projects that respond to young people's needs and help them acquire personal, social and educational skills.</li> <li>• Experience of facilitating active involvement and participation practices in partnership with young people</li> <li>• Proven group work and leadership skills</li> <li>• Experience of monitoring and evaluating youth work initiatives</li> <li>• Experience of sourcing and securing external funding</li> </ul>	* * * * *	*     * * *	AF/SS/I AF/SS/AI AF/SS/AI AF/SS/I  AF/SS  AF/SS/AI  AF/SS/AI AF/SS/AI AF
<b>SKILLS</b>			
<ul style="list-style-type: none"> <li>• Commitment to anti-discriminatory practice, social inclusion and participation of young people in decision-making processes of personal choice.</li> <li>• Ability to maximise the use of community facilities and resources.</li> <li>• Ability to motivate and inspire young people to visualise and achieve their personal vision and potential.</li> <li>• Ability to work flexibly and on own initiative with minimal supervision.</li> <li>• Excellent communication skills including use of I.T.</li> </ul>	*  * * *		AF/SS  AF/SS AF/SS  AF/SS/P/AI  AF/SS/I



## PERSON SPECIFICATION

FOR THE POST OF: **Outdoor Education & Activities Leader**

PERSONAL	ESSENTIAL	DESIRABLE	EVIDENCE
<ul style="list-style-type: none"> <li>• Commitment to a Youth Work value approach</li> <li>• Commitment to working flexibly including evenings and weekends</li> </ul>	<p>*</p> <p>*</p>		<p>I</p> <p>I</p>
SPECIAL REQUIREMENTS	ESSENTIAL	DESIRABLE	EVIDENCE
<ul style="list-style-type: none"> <li>• Driver</li> <li>• Access to vehicle</li> </ul>		<p>*</p> <p>*</p>	<p>AF</p> <p>AF</p>

### EVIDENCE KEY

- AF – Application Form
- AI – Additional Information
- I – Interview
- P – Presentation
- SS – Supporting Statement



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## APPLICATION FORM

Please complete in black ink or type and return via mail/email address for the attention Alan Lonsdale  
**Kidz Konnekt Reference No: YSW**

### 1. POST APPLIED FOR

Post applied for

### 2. PERSONAL DETAILS

Title (Mr, Mrs, Ms etc)

Surname:

Forenames:

Address:

Postcode:                      Tel no:

Mobile tel no:

Work (if appropriate):



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### 3. QUALIFICATIONS & TRAINING

Qualification obtained	Type and level (eg GCSE, degree etc)	Date obtained

### 4. NON QUALIFICATION COURSES AND FURTHER TRAINING

Details	Date

### 5. REFERENCES

Please give the names and addresses of two referees (where applicable one of these should be your current or last employer, if not currently employed)

Name: Address:  Tel no:  Job title:  May we take up references prior to appointment of post    Yes <input type="checkbox"/> No <input type="checkbox"/>	Name: Address:  Tel no:  Job title:  May we take up references prior to appointment of post    Yes <input type="checkbox"/> No <input type="checkbox"/>
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## 6. PRESENT OR LAST EMPLOYER

Name and address of employer:

Job title:

Salary:

Date started:

Date left (if applicable):

Main duties and responsibilities:

## 7. PREVIOUS EMPLOYMENT

Please list all employment including unpaid and voluntary work (most recent first)

Dates employed	Employer name and address	Position held



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## 8. STATEMENT IN SUPPORT OF THE APPLICATION

In completing this section you must refer specifically to Kidz Konnekt's requirements for the post as identified in the Person Specification

Please provide a detailed statement of the skills, knowledge and experience that make you suitable for this job. Please continue on separate sheet if required.



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## 9. SUPPORTING INFORMATION

- a) How many days have you been absent from work due to illness in the last two years? ..... days
- b) Are you subject to any current or outstanding disciplinary actions or legal proceedings? Yes  No

If yes please give details below

- c) Are there any restrictions on you taking up employment in the UK Yes  No

If yes please give details below

- d) This post will be subject to an enhanced disclosure by the Criminal Records Bureau. Having a criminal record does not automatically prevent you from being considered for a post. Our short-listing process will focus on your abilities, skills, experience and qualifications and any convictions will be considered only in relation to their relevance to the post and risk imposed.

**Please state any criminal convictions except those spent under the Rehabilitation of Offenders Act 1974.**

**IF NONE, PLEASE STATE**



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## 10. EQUAL OPPORTUNITIES

Kidz Konnekt supports Equal Opportunities Employment and is a 'Positive about Disabled People' employer. All disabled applicants who meet the minimum criteria for the job vacancy will be offered an interview. Please give below details of any disability you have.

## 11. DATA PROTECTION INFORMATION

The personal information supplied by you on this application form will be used only to consider your application for employment with Kidz Konnekt.

The information you supply on the Equal Opportunities Monitoring Information Form will be used for those purposes stated only and will be retained in an anonymised form so that it cannot be linked to individual applicants.

The information you supply will be retained only as long as necessary for the purpose of recruitment and monitoring.

## 12. DECLARATION

I confirm that, to the best of my knowledge, the information I have given is full, accurate and complete and I understand that if I provide false information or deliberately omit relevant information this may lead to the decision that my application cannot be considered any further, the withdrawal of offer of appointment or by dismissal without notice if I have been appointed.

**Signature**

**Date**



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## EQUAL OPPORTUNITIES MONITORING INFORMATION

We are committed to equal opportunities in employment. As part of this policy, all applicants for employment are requested to complete this section for the purposes of monitoring the policy. It will be separated from the application. The information it contains will not be used in deciding whether or not to invite you to interview or offer you employment.

As an equal opportunity employer, we aim to ensure that no job applicant or employee receives less favourable treatment on the grounds of age, sex, race, colour, marital status, religion, ethnic origin, nationality or sexual orientation. Please help us achieve our aim by completing the following:

**Position applied for:**

**Date of birth:**

**Gender:** Male  Female

**Disability:**

Do you consider yourself to have a disability? Yes  No

Are you registered disabled? Yes  No

**I would describe my race or ethnic origin as (please tick as appropriate)**

White British	<input type="checkbox"/>	White Irish	<input type="checkbox"/>	White Other	<input type="checkbox"/>
Black African	<input type="checkbox"/>	Black British	<input type="checkbox"/>	Black Caribbean	<input type="checkbox"/>
Black Other	<input type="checkbox"/>	Indian	<input type="checkbox"/>	Bangladeshi	<input type="checkbox"/>
Pakistani	<input type="checkbox"/>	Chinese	<input type="checkbox"/>	Other	<input type="checkbox"/>

**If other please specify:**



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