



Job Description

Table with 1 column and 6 rows: Job Title: Senior Youth Worker, Contract: Full-time, Salary: £26,000 - £30,000 per annum depending on experience, Department: Intervention Department, Reports to: Senior Project Manager, Responsible for: Hounslow Youth Work Projects

Brentford FC Community Sports Trust ("Trust")

BFCST, established in 1987 is an award-winning charity with an annual income approaching £2m. Working with key partners across the private, public and voluntary sectors it has achieved numerous accolades, including winning Football League Community Club of the Year award on four separate occasions.

The Trust is forecasting further significant expansion over the next two years following its appointment as a key partner in the £14m sports hub redevelopment of Gunnersbury Park and its move to new, larger, purpose-built premises directly adjacent to the new Brentford FC 17,500 capacity stadium at Lionel Rd near Kew Bridge.

Main Purpose of Job

To lead and manage all aspects of the Hounslow Youth Work programme. This includes Detached Youth Work, Universal Programmes and Holiday provision.

Responsibilities

- 1. Leading in the management of Brentford FC Community Sports Trust's Hounslow Youth Work programmes.
2. Working with the department Senior Projects Manager to develop strategy to inspire and support Hounslow Young People
3. Leading on all aspects of delivery including programme design, planning, risk management and up to 14 hours per week personal delivery.
4. Line managing part time youth work staff including staff supervision, to ensure KPI's are met and positive outcomes for Hounslow young people are achieved.
5. Building positive working relationships with key partners including local community groups, venue providers and activity providers to assist with achieving targets.
6. Working alongside partners such as the police, Youth Offending Team and the Community Safety Team to assist with targeted work across the Borough
7. Working with other Trust staff and partners to provide suitable progression routes for young people
8. Oversight of processes and systems to track outcomes and progression for young people, including Hounslow Council IYSS system
9. Supporting budgetary management alongside department Senior Project Manager





10. Supporting the development of a fundraising strategy for youth work within the Trust
11. Working in partnership across all Trust projects ensuring clear lines of communication are maintained with relevant Senior Managers.
12. Representing the Trust on local strategic networks and steering groups. These may include networks where wider Trust perspectives are required.
13. Other appropriate tasks as designated by the Department Manager

Key Internal Relationships

- Senior Project Manager – Intervention Department
- Lead Communities Engagement staff
- Lead staff in all Intervention Department Projects
- Youth Work project staff
- Volunteer Co-ordinator
- Safeguarding Team

Key External Relationships

- Hounslow Council Youth Service Commissioners
- Project Partners – community venues, voluntary youth work providers
- Key Hounslow schools
- Hounslow Youth Offending Team Staff

General Trust Accountabilities

- To ensure compliance with all relevant policies, including health and safety and safeguarding policies
- To ensure compliance with all relevant legal, regulatory, ethical and social requirements
- To build and maintain good working relationships both internally and externally, maintaining a professional image at all times when representing Brentford FC Community Sports Trust
- To keep confidential any information gained regarding the Trust and its personnel
- To maintain a flexible approach to work at all times





Role Specification

Essential

1. Previous experience of leading successful Youth Work programmes including programme design, planning, risk management and delivery
2. A recognised qualification in Youth Work
3. Experience of leading and line managing a team of Youth Workers, as well as delivering high quality youth work
4. A commitment to young people's personal development and participation, and an ability to deal calmly and effectively with emotional or challenging situations
5. Excellent interpersonal skills
6. An ability to build relationships and to work alongside key partners such as local voluntary groups as well as the Police, Youth Offending and Community Safety Teams
7. An understanding of and commitment to working in Detached Youth Work settings, as well as Universal Programme settings
8. Proven ability to organise your own work, meet deadlines and adapt to changing circumstances, sometimes under pressure
9. Excellent organisational and co-ordination skills

Desirable

1. Previous experience of creating a Youth Work strategy
2. Good administrative skills
3. An understanding of budget management

Personal Qualities

1. Ability to work to deadlines and time-manage effectively
2. Ability to think creatively around problem solving and strategy
3. Ability to work effectively with others and cooperate with colleagues at Brentford FC Community Sports Trust
4. Behaviour consistent with creating a child focused, open environment in which young people feel valued and empowered.
5. Commitment to equalities, challenging discrimination and creating environments of respect and trust.
6. Ethical standards and behaviour consistent with a caring/education role.

The Appointment

The appointment will be full time and is available immediately upon the receipt of two acceptable references and the submission of an enhanced Criminal Records Check to the Disclosure and Barring Service (DBS). The appointment will be confirmed upon receipt of the DBS check.

To Apply

Send a copy of your up to date CV and a comprehensive covering letter detailing your suitability for the role, to:

pshears@brentfordfcst.com

The closing date for applications is 12 noon on Monday 28 January 2019

