

JOB ADVERT: Croydon Project Worker



ROLE INFORMATION

Job title: Croydon Project Worker (4 days per week)

Work Days: Current workdays and hours are Mondays/ Wednesdays 10am to 6pm, Tuesdays 10:30am to 6:30pm and Thursdays 12 – 8pm. It is mandatory for the post holder to attend the weekly activities (Monday, Tuesday, Thursday).

Salary: £23,847 pro rata plus 5% pension contribution.

Reports to: Croydon Project Coordinator

Responsible for: Volunteers

Budget responsibilities: None

In line with the Equality Act 2010, there is a Genuine Occupational Requirement that the post-holder is female due to the gender sensitivity of the work involved.

MAIN PURPOSE AND SCOPE OF THE JOB

- The Project Worker will work 4 days per week planning, running, monitoring and evaluating our activities in Croydon. These include sessions in our weekly Advice and Support Hub and activities during school/college holidays, as well as a girls' group and cycling project run in partnership with other organisations. The role will also involve doing outreach to promote the activities and supporting the Managers and the Project Coordinator with volunteer and intern recruitment.
- The Project Worker will consult with young asylum seekers and refugees about which activities they would like to have and refer/sign-post young asylum seekers and refugees for support with problems they are having.

JOB DESCRIPTION

1. To plan, organise and deliver a range of activities that support young refugees and asylum seekers to develop their communication skills and increase their confidence. These currently include:
 - a weekly girls' group run in partnership with the Refugee Council (Tues 3:30-6:30pm)
 - a weekly youth group that will include male and female young asylum seekers and refugees (Thurs 4-8pm)
 - a weekly women and girls' cycle project run in partnership with the Bike Project (Monday 4:30pm to 5:30pm)
 - workshops or trips once a week during the school/college holidays
 - workshops and trips, including residential trips outside of London, to support the work of our Youth Leadership Group
2. To work with other staff and volunteers to integrate youth activities with our 1-to-1 casework service and ensure young refugees and asylum seekers get the support they need

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3. To conduct targeted outreach to young asylum seekers and refugees, and publicise the project, in part through links with schools, colleges, social care teams, and local community networks.
4. Line manage interns and volunteers to enable them to support activities with young people
5. Monitor and evaluate the Croydon activities using a range of participatory and other methods. This includes:
 - Evaluation games, discussions, questionnaires, interviews, conducting debriefs with staff and volunteers after each session, speaking to parents/carers and professionals about the impact of the project.
 - Keeping registers of attendance and updating the Croydon project database with contact details for young people, attendance information, evaluation data and referrals made
6. To contribute to funding reports written by the Service Managers.
7. General responsibilities include:
 - To attend and take part in training as agreed with your manager
 - To attend regular supervision, project planning, team and debrief meetings as agreed with your manager
 - To read, understand and agree to Young Roots youth participation statement.
 - To read, understand and agree to Young Roots child protection/safeguarding policy.
 - To read, understand and implement the Young Roots Equal Opportunities policy

RECRUITMENT INFORMATION

DEADLINE: 9am Tuesday 27th August 2019

INTERVIEWS: Wednesday 4th September 2019

SAFEGUARDING TRAINING: tbc

PROVISIONAL START DATE: w/c 30/9/2019

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PERSON SPECIFICATION

CRITERIA	ESSENTIAL	DESIRABLE
SKILLS AND ABILITIES	<ul style="list-style-type: none"> • Excellent verbal and written communication skills • Ability to plan and organise cohesive activity programmes • Ability to use own initiative and work independently • Good team working skills • Public speaking skills • Good IT skills 	<ul style="list-style-type: none"> • Ability to speak one or more refugee community languages
EXPERIENCE	<ul style="list-style-type: none"> • Experience of direct youth work with young refugees and asylum seekers aged 11-25 years old • Experience of planning and delivering group activities for young people • Experience of working with volunteers • Experience of working in partnership with other organisations 	<ul style="list-style-type: none"> • Experience of working in the local area (Croydon) • Experience of outreach work with refugee and migrant communities • Experience using Lamplight database
KNOWLEDGE	<ul style="list-style-type: none"> • Knowledge of the UK asylum and social care systems for Unaccompanied Asylum Seeking Children and young asylum seekers and refugees more generally • Understanding of the challenges experienced by young refugees and asylum seekers in London • Knowledge of and commitment to participatory methods of working with young people • Knowledge of child protection issues and safeguarding processes 	<ul style="list-style-type: none"> • Knowledge of schools, colleges and other organisations working with young refugees and asylum seekers in the local area (Croydon) • Youth and/or Community Work qualification
PERSONAL ATTRIBUTES AND OTHER REQUIREMENTS	<ul style="list-style-type: none"> • Flexibility • Trust and integrity • Understanding of the challenges of running a small charity • Commitment to Young Roots' values • Willingness to work outside usual office hours • Willingness to undergo a DBS check for Young Roots • In line with the Equality Act 2010, there is a Genuine Occupational Requirement that the post-holder is female due to the gender sensitivity of the work involved. 	

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To apply: please complete the application form and send it to Despina Tsiakalou, Croydon Services Manager at london@youngroots.org.uk by **27th August at 9am**

This role is partly funded by Children in Need