

**Background**

In December 2019 the Parish Council agreed to hire a part time youth worker for 12 hours per week. The post was advertised extensively throughout January and February 2020, but no suitably qualified applicants came forwards. The post has been budgeted for in the 2020/21 annual budget. The limited number of hours available is thought to be a reason for the limited number of applications for the post.

At the same time, the parish council has been a member of a peninsula-wide partnership project led by Youth Dream Selsey and funded by the national lottery to look at developing youth services in the area. The initial funding has been for research to map the existing provision identify the gaps and develop a long-term plan for youth work in the area with a view to submitting a full, large scale bid to the national lottery.

The work of the partnership is almost complete and a draft of the final report has been prepared (attached) which has identified the need for increased youth provision on both sides of the Manhood Peninsula, to be provided on behalf of the partners via Youth Dream as the lead organisation.

Youth Dream are proposing that two youth workers will be employed for 25-30 hours per week each, one of whom will cover the Western Side of the Manhood and one for the Eastern side. The workers will be employed directly by youth dream with funding drawn from a variety of sources including the local parishes as well as other charitable organisations and fundraising. Youth Dream will enter in to a service level agreement with the parish council and day to day reporting and management of the youth workers time will be via the parish council.

The proposal is that the £10,000 budgeted for directly employing a Youth Worker be instead paid to Youth Dream to facilitate their initial employment of a Youth Worker for the Eastern Manhood for a period of nine months (September-June) for a minimum of 25 hours per week to cover the forthcoming school year. The arrangement will be subject to a service level agreement with the post to be reviewed after nine months to adjust the hours available if funding constraints require.

Youth Dream will seek charitable funding to supplement the post and the other local parishes and social landlords will also be approached and encouraged to contribute to the post (much like the current community warden model) to keep

it sustainable for the long run. As the employer, Youth Dream will be responsible for setting the terms and conditions of employment and for all employers liabilities and on costs.

### **Rationale for funding a Youth Worker**

East Wittering & Bracklesham Parish Council have been funding the provision of a team of Youth Workers via the Selsey Youth Forum to support the delivery of the Youth club on a Thursday evening since September 2019, at a cost of £10,000 per annum. This has provided a minimum of two Youth Workers to support the Youth Club during term time, but has not delivered any detached youth work in other areas or on other evenings, leaving no engagement with young people who do not attend the youth club and no cover outside of the school term.

Following consultation with the current Youth Worker and the Youth Club, we have recognised that the current arrangements do not provide satisfactory cover for young people in the community or allow sufficient time for the Youth Worker to develop meaningful bonds and relationships with young people, and that the current funding level would be more effectively applied by directly employing a dedicated Witterings Youth Worker for 12 hours per week. This would allow sufficient hours for the Youth Club to be supported on a Thursday night, plus additional time for detached youth work at Bracklesham, particularly in known anti-social behaviour hot spots and also for wider engagement with young people through attendance at local schools, etc.

The post is envisaged as a year-round position, with the Youth Worker helping to develop and deliver holiday play schemes to support local families. Following benchmarking against similar local positions, we are proposing that a post be created for 12 hours per week at the Youth Worker Joint National Council SCP 9, which is £20, 865 p.a., to be paid pro rata to the hours worked. The post will be salaried and the postholder will be eligible for admission to the Local Government Pension Scheme if requested. The costs of the post have been allowed for in the staff salary costs of the 2020-21 annual budget, which was agreed on the 14/11/19.

Subject to approval from full council, the staffing committee will begin recruitment for the post in the new year, with a view to having a postholder appointed and ready to start by the end of March 2020 at the latest.

The proposed job description is as follows:

**EAST WITTERING & BRACKLESHAM PARISH COUNCIL**  
**YOUTH WORKER JOB DESCRIPTION**

**RESPONSIBLE FOR**

The post holder is responsible for the provision of youth work through the delivery of youth engagement, support, advice and guidance. In addition, the identification, implementation and management of projects, initiatives and groups promoting education, mental health and emotional wellbeing.

**REPORTS TO** Parish

Clerk

**MAIN ACTIVITIES OF POST HOLDER**

1. To provide youthwork support to young people in East Wittering and Bracklesham, helping to identify individuals evidencing risky behaviours and undertaking early intervention and support.
2. To create interesting and stimulating conversations, to suit the individuals with a view to encouraging them to use available local support services. In this regard, “thinking outside of the box” is encouraged.
3. Supporting the Witterings Youth Club on a Thursday Night 5.00pm-8.30pm, developing and delivering an engaging programme of activities, raising awareness of the Witterings youth club in the local community and helping to build on the club’s potential.
4. Work with local schools to engage with young people from East Wittering and Bracklesham.
5. To provide detached youth work services in Bracklesham.
6. To communicate with relevant local agencies and organisations (e.g. Community Wardens, schools, Witterings Youth Club, Parish Council) in relation to work being carried out to ensure a coherent service.

7. To keep accurate records of hours worked and submit on a monthly basis, at the end of each month worked.
8. To lead and manage sessions and to help develop holiday schemes for young people.
9. To identify, implement and manage projects and initiatives to support mental health.
10. To identify, implement and manage projects and initiatives to support emotional wellbeing.
11. To work with parents and community groups to win support for improved provision and act as an advocate for young people's interests.
12. To identify sources of funding for projects to improve services and/or resources for young people
13. To draw up business plans, write reports and prepare formal presentations to funding bodies.
14. To maintain administrative records, which detail the progress of the young people in their caseload.
15. To ensure child protection procedures are followed and that the safeguarding of young people is paramount

#### **PERSON SPECIFICATION**

1. Qualified youth worker (min. level 3) in this or a similar field (e.g. education) with 3-5 years relevant experience.
2. Has a strong commitment to young people and an understanding of the factors affecting their lives.
3. Has excellent interpersonal skills and demonstrated ability to establish good relationships with young people, volunteers and other agencies.
4. Demonstrates patience, tolerance and flexibility.
5. Ability to self-motivate and self-manage.

6. Ability to inspire and manage volunteers and develop new ideas and projects.

**WORKING HOURS**

12 hours per week. The post requires some unsociable and out of hours working, particularly in school holiday periods.

**SALARY**

JNC SCP 9, £20, 865 p.a. pro-rata.