



Girls Group Lead Youth Worker

INTRODUCTION AND BACKGROUND

The Friendship Cafe provides youth & community based activities, focusing mainly on children and families in the inner city wards of Gloucester City.

In any week, we will be running activities, including archery, boxercise, swimming, sewing club, carers groups, self-defence class, youth clubs, trips off-site and arranging community events such as BBQs, fun days, and inter-faith activities. (As well as the community centre, we also run "St James City Farm and Riding School"). We also support and work with other local groups including Fair Shares, Carers, Gloucester Feed the Hungry and Emmaus and actively support events such as Gloucester Day, Paws in the Park, and the Barton & Tredworth Cultural fayre each year.

The Girls group have been running since 2002 and the current youth worker is leaving after over 10 years of service.

Aims:

- To co-ordinate the Girls Group *particularly* for those from BME Asian backgrounds within acceptable parameters of religion and culture, offering a range of appropriate activities and opportunities;
- To organise an annual Residential Trip and fortnightly sporting and social activities.
- To promote and encourage involvement and engagement of the local community and participants in developing the initiative;
- To work with statutory agencies and other voluntary groups where relevant to promote opportunities and further integration into wider society, through volunteering and representing the views and needs of the beneficiaries.

Duties & Responsibilities:

1. Overall responsibility in developing, managing and running the project.
2. Take account of cultural and religious needs when organising activities.
3. Organising the necessary transport arrangements for out of centre activities and drive the organisation's minibus as and when necessary. (Minibus training may be made available for suitable candidate).
4. Undertake regular consultation and feedback with users and parents and to be a 'voice' for the views provided to outside agencies.
5. Positive promotion and publicity of the group and encourage take up of the activities from a wide section of the community and encourage community cohesion and eliminate discrimination.
6. Maintain links with statutory organisations and other voluntary groups to enable accessibility and equality in service provision for the group.
7. Ensure adequate supplies of resources and materials are maintained.



8. Produce and maintain monthly financial records of expenditure relating to group activities.
9. Maintain records (inc. registration) and write basic reports as required by Committee or the Funders.
10. Produce quarterly monitoring information.
11. Opening and closing of the venue.
12. Any other duty that is deemed appropriate by the Committee.

WORKING RELATIONSHIPS

Your relationships will primarily be with the young girls and their families, other staff and volunteers.

CHALLENGES

Working with people from different backgrounds, and having patience to work and support volunteers and groups who may be people with various needs and issues. This post involves lots of working alone (to plan and prepare) and working with an Assistant to run activities.

Job Title: Girls Group Lead Youth Worker

Person Specification

Education and training	Essential	Desirable
Knowledge and Experience	Experience of working in the voluntary sector	Budgeting experience
Skills	-Discretion and trustworthiness: you will often be party of confidential information -Good oral and written communication skills	
Work ethic and approach	-Commitment to equal opportunities, -Strong organisational skills and the ability to multitask Enthusiasm and passion for working with young girls in the community Be self-motivated with a 'Can do' attitude, excellent attention to	Managing social media platforms & full PC literacy with main software packages



	detail and the ability to build and maintain strong working relationship with assistant, parents, volunteers and organisations where necessary	
Other skills	.	Clean Driving license
	Works well in a team with a flexible and co-operative approach	Non-smoker
	Reliable, hands-on, youth work able to relate to young people and aware of cultural/religious sensitivities of the families that we work with.	Bi or multi-lingual with any of the main community languages

Salary scale and hours:

Salary £9.30 per hour covering 24 hours per month

(timings to be confirmed, but mainly alternate Saturday afternoons. Ramadhan is usually off, unless there are specific events going on).

Applications by CV and covering letter via email to emma@thefriendshipcafe.com

References and enhanced criminal record checks will be carried out.

For an informal chat or enquiries please email amina.kathrada@gloucestershire.gov.uk or call 07970908072

Closing deadline: By midnight on Friday 15th February 2019.

Interviews: Early March 2019

Start Date : Mid- May 2019

NO AGENCIES PLEASE.

This group is run for girls only and is therefore restricted to women applicants under the Equality Act 2010, Schedule 9, and Part 1. Section 7(2) e of the Sex Discrimination Act 1975 applies. The post is exempt from the Rehabilitation of Offenders Act.