

Job Description

Job Title:	Youth Worker
Responsible to:	Development Worker (Additional Duties)
Salary:	£21,457 pro rata
Hours:	25 hours per week

Funding: This post is mainly funded through the Health & Social Care Partnership

Purpose: To assist young carers to acquire the knowledge, skills and self-confidence to participate in groups and in the community and to contribute positively to their development as adults.

Improved Outcomes for Carers:

- As a carer, you have improved emotional and physical wellbeing and achieve your personal goals and outcomes
- As a carer, you can combine caring responsibilities with work, social, leisure and learning opportunities and have a life outside caring
- As a carer, you are supported to manage your caring and minimize the impact of financial hardship, as a result of caring
- As a carer, you are included in deciding how you are supported and are able to influence how services are provided

Key Duties:

1. Work directly with young carers in a range of settings, including working both evening and weekends
2. Undertake, in partnership with young carers, an assessment and support planning process
3. Assist the team in undertaking awareness raising and workforce training
4. Manage a caseload providing 1:1 support
5. Support young carers to identify and work towards their goals
6. Identify and support young carers to access and participate in mainstream services including local community resources
7. Supporting young carers to access and participate in the Dynamic Youth Achievement programme and other accreditation opportunities as appropriate
8. Assist in the planning, development and delivery of events and activities for young carers
9. Promote the use of up to date information and resources to enable young carers to make informed decisions
10. Assist with maintaining and updating team resources

General Duties:

- To maintain accurate and confidential records
- To work within the Centre's existing and new policies and procedures
- To work within the Centre's multi-disciplinary team to ensure that all carers and disabled people receive the best service possible
- To undertake all necessary training as identified with the Development Worker and Team Manager as required
- Produce reports, research and strategies to inform management, Board and external stakeholders as requested
- To undertake any other duties as required ensuring the development and success of Dundee Carers Centre

The job description is a broad picture of the post at the time of preparation. It should not be seen as an exhaustive list of all possible duties as it is recognised that jobs change over time. Should the duties change radically then the post and grading will be reviewed.

All staff are required to adhere to the policies of the organisation regarding Equal Opportunities, Health and Safety, Protecting People and Confidentiality and to work as part of the team.

The nature of this role means that the postholder will be in a position of trust and in sole supervision of children. This is classed as regulated work, and the successful applicant will therefore be required to register with the PVG Scheme in Scotland if they have not already done so, or to apply for a Scheme Record Update. This requirement is in line with the Protection of Vulnerable Groups (Scotland) Act 2007 and also with the Centre's own Protecting Vulnerable Groups Policy.

Dundee Carers Centre

Youth Worker

PERSONAL SPECIFICATION

ATTRIBUTE	ESSENTIAL	DESIRABLE
Education	<ul style="list-style-type: none"> ➤ Good standard of education 	<ul style="list-style-type: none"> ➤ Community Education/Social Work qualification
Knowledge	<ul style="list-style-type: none"> ➤ Understanding of issues affecting young people ➤ Knowledge of health/social care field ➤ A good understanding of equality and diversity issues and a commitment to supporting people from marginalised groups 	<ul style="list-style-type: none"> ➤ Awareness of young carers issues ➤ Awareness of disability issues
Experience	<ul style="list-style-type: none"> ➤ Youth Work ➤ Experience of working with people in an outcomes focused way ➤ Group work experience ➤ Proven ability in organising, prioritising and managing own work 	<ul style="list-style-type: none"> ➤ Experience of working in the community ➤ Proven ability to network with other agencies and professionals ➤ Proven experience in delivering training
Skills/Abilities	<ul style="list-style-type: none"> ➤ Very good listening, verbal and written skills ➤ Organisational skills ➤ Excellent IT skills 	<ul style="list-style-type: none"> ➤ Driving licence ➤ Presentation skills ➤ Community Languages (Urdu, Punjabi, Cantonese, Arabic, Polish)
Personal attributes	<ul style="list-style-type: none"> ➤ Ability to work in a team as well as own initiative ➤ Resourceful and creative approach ➤ Excellent interpersonal skills ➤ Ability to work within tight timescales and deadlines ➤ Work flexible hours where necessary including evenings and weekends 	

