



Job Description: Youth Development & Community Engagement Worker

Company	Berkshire Youth	Department	Berkshire West
Reference	21032024	Salary	£13,206 - £14,400 per annum 22 hours per week inc evenings and occasional weekends
Title	Youth Development & Community Engagement Worker	Location	West Berkshire

Job Purpose

Reporting directly to the Youth Development and Participation Lead and operating as part of the Berkshire Youth team, you will work with our network of youth clubs, schools, partners and communities, identifying new opportunities for young people to make informed choices about out of school activities. Through consultation; you will expand, develop and deliver the Berkshire Youth affiliation programme, enabling young people across the local areas to engage in positive activities.

You will maintain and develop a supportive relationship with Berkshire Youth members in West Berkshire. Providing a link to volunteers, communities and other local organisations to ensure an appropriate, sustainable youth offer and activities.

Main Duties

- Develop relationships with partners across public, private and voluntary sectors including the parish and town councils supporting the development of youth provision locally
- Develop good relationships with specific strategic, partners, local organisations, authorities and governing bodies and enhance funding requirements as appropriate
- Supporting the management of locally based youth projects ensuring their appropriateness and sustainability
- To explore, highlight and generate income for current and future work of Berkshire Youth
- To develop and support the Local Forums with Berkshire Youth members and staff
- To provide support and guidance to member clubs to ensure they continue to develop
- To research, develop and maintain new opportunities for youth activities for both clubs and communities
- Promote, support, identify or establish the development of out of school provision for young people, especially in West Berkshire's rural communities including regular evening and weekends
- Coordinate community events at Waterside Centre
- Lead volunteer recruitment and training
- Attend community events promoting Berkshire Youth and encouraging volunteers
- Effectively monitor, report and evaluate all aspects of work
- Monitor and work within budget

- A commitment to undertake Youth Work and professional development
- A commitment to participation of young people and equality of opportunity
- Displays a commitment to the protection and safeguarding of children, young people and vulnerable adults
- Work within guidelines of Berkshire Youth policies and procedures
- Carry out any other Berkshire Youth duties as required including
 - Attend, where appropriate, local and national meetings
 - Maintain a good knowledge of National and local initiatives which are of benefit to the organisation, young people, volunteers and their youth clubs.
 - To support the continued development of youth participation
 - Develop good relationships with partners, unitary authorities and local organisations
 - Contribute to the development and delivery of communication strategies that encourage participation

Key Criteria	Essential
Qualifications and Training	<ul style="list-style-type: none"> • Educated to NVQ Level 3 or equivalent • To hold a full UK driving licence
Competence Summary (knowledge, abilities, skills, experience)	<ul style="list-style-type: none"> • Broad experience and practical knowledge of all aspects of youth work and ability to work with young people. • Ability to motivate staff and volunteers. • Excellent communication skills. • Experience of working in partnership with and communicating with Voluntary & Community, statutory and commercial Sectors • Ability to work on own initiative. • Good facilitation skills. • Experience of organising and delivering of multiple activities/events at the same time • A flexible and imaginative approach to work.
Other Work Requirements	<ul style="list-style-type: none"> • To be reliable, punctual and have effective time management skills • Ability to work on your own or as part of a team • Enthuse and motivate others • To have access to a car for business use • To work flexible hours including evenings and weekends • Optional hybrid working with office base at Waterside Centre, Newbury.



This post is subject to an Enhanced DBS, the Right to Work in the UK and satisfactory References and probation period