

Role Profile

Job title	Inclusion Coordinator	Salary:	Up to £25,000
Reporting to:	Chief Executive	Holidays:	33 days including bank holidays
Location:	The Future, Barking and Dagenham Youth Zone	Hours:	Up to 40 hours per week

The Person: Do you want to use your skills as an inclusion Youth Worker to positivity change the lives of young people in Barking and Dagenham? Can you encourage community cohesion and provide an environment where members from diverse demographics, ethnic communities, and those with disabilities fell safe and can thrive? Do you believe in equality?

Key Relationships: Chief Executive, Fundraising Development Manager; Head of Youth Work, Volunteer & Training Manager; Other Youth Zone staff, OnSide, External Stakeholders, Young People, Parents,

Key Dates: **Closing date 9 AM 15th January 2019**, Interviews week commencing 21st January 2019. To apply please complete the application form found on our website



Job Purpose:

To ensure that Future’s provision for young people is inclusive, supports community cohesion and provides an environment where members from diverse demographics, ethnic communities, and those with disabilities feel safe, involved and welcome. To broaden and increase overall participation rates to ensure participation is representative of the demographics of Barking and Dagenham. Carry out targeted outreach and partnership work across the region to promote Future and gain an understanding of and work to overcome any barriers to participation.

*Selection criteria for guidance only, alternative methods may be used to assist the selection process

Most importantly, ensure all young people are welcome and all feel able to participate in all activities, no matter who they are. #youngpeoplecan

Context of the post:

Barking and Dagenham Youth Zone, named “Future” by local young people, will be the first Youth Zone in London opened by the national charity, OnSide, in Spring 2019. This is an exciting and unique opportunity to join the delivery team pre-opening and play your part in history, shaping opportunities and Youth Work for London’s young people.

Future, like all OnSide Youth Zones, exists to give all young people somewhere to go, something to do and someone to talk to, particularly those who are disadvantaged. Each Youth Zone is open 7 days a week, at weekends and during school holidays. The purpose of all Youth Zone’s is to help young people grow to be happy, healthy and successful adults.

Future’s state-of-the-art £6.5 million building on Parsloes Park will provide young people with access to a range of activities, offering them the opportunity to try new things, meet new friends and gain support from friendly, warm and positive staff and volunteers. The facilities include a 3G pitch, a gym, sports hall, recreation area and dance, arts, music and media suites seven days a week, with state-of-the-art facilities equipped for a wide range of sporting, artistic, cultural and general recreational activities and targeted services. To access a Youth Zone young people aged 8 – 19 (or 25 with additional needs), simply pay 50p per visit and £5 per year membership.

Find out more by watching

<https://www.youtube.com/watch?v=Yb18h1TPRNE>

<https://www.youtube.com/watch?v=7hy1AHF9w2s>

<https://www.youtube.com/watch?v=sZCMoDYEFtQ>

.....it might just change your life!

Duties and Responsibilities General

- Be a role model for young people and present a positive “can do” attitude
- Take personal responsibility for own actions
- Commit to a culture of continuous improvement
- Work within the performance framework of Future Youth Zone and OnSide
- Represent Future Youth Zone positively and effectively in all dealings with internal colleagues, and external partners
- Comply with all policies and procedures, with particular reference to safeguarding, codes of conduct, health and safety and equality and diversity to ensure all activities are accessible

Duties and Responsibilities – Detailed

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- Identify the diverse needs of young people in Barking and Dagenham and plan, coordinate and deliver youth work targeting these needs and ensure they benefit from participation in the Youth Zone
- Work with part time youth workers, volunteers, parents of young people and community representatives to prepare and deliver youth development activities and undertake outreach work to promote the Youth Zone’s provision across all communities
- Support young people’s involvement, helping them to have a voice and become young leaders for their communities, supporting and encouraging them to play a more active role in civic life
- Understand the issues underlying community tensions and from this tackle the issues of mistrust and develop respect in order to build stronger relations within and between communities
- Influence the general programme of events at the Youth Zone so that it is attractive to young people from diverse backgrounds especially at weekends and during holidays
- Contribute to the building of effective partnerships with statutory and voluntary services and other relevant agencies
- Organise, participate in and evaluate outreach events that bring together the different communities including support for marketing activities for such events across the City
- Provide access to volunteering opportunities for people from diverse groups
- Manage the allocated budget for outreach work and other resources effectively and efficiently
- Carry out any other reasonable duties as requested by manager

Special Requirements

- This post is exempted under the Rehabilitation of Offenders Act 1974 and as such appointment to this post will be conditional upon the receipt of a satisfactory response to a check of police records via Disclosure and Barring Service (DBS)
- A willingness to work unsocial hours during evenings and weekends is required
- The ability and willingness to travel to meetings and events both in the local area and beyond

Person Specification

Selection Criteria* A = Application Form I = Interview T = Test/Personality Profile	Essential or Desirable	Method of Assessment
Experience		
Youth work experience (centre based and outreach)	Essential	A & I
Extensive experience of working with young people	Essential	A & I
Significant experience of successful inclusion work	Essential	A & I
Developing and delivering high quality youth work	Essential	A & I
Developing and managing events and workshops	Desirable	A & I
Substantial experience of successful partnership working	Desirable	A & I
Working with and managing staff and volunteers	Desirable	A & I
Educational / Vocational Qualifications		
A relevant qualification in youth work or similar (Level 4)	Essential	A
GCSE or equivalent literacy and numeracy	Essential	A
Skills		

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Excellent communication skills, both verbal and written	Essential	A & I
Able to deal with the specific demands of approaching young people in their own space and negotiating acceptance by them	Essential	A & I
Multi-lingual	Desirable	A
Ability to establish effective working relationships with a wide range of agencies and individuals	Essential	A
Ability to understand issues leading to exclusion from participation and success	Essential	A & I
Ability to organise workload and prioritise to meet deadlines	Essential	A & I
Ability to work within a team and on own initiative	Essential	A & I
Proven project coordination and project management skills including budgeting and resource management	Desirable	A & I
Proven negotiation and influencing skills	Essential	A & I
Knowledge		
Knowledge of the issues affecting young people and an ability to work with challenging behaviour and complex needs	Essential	A & I
Sound knowledge and belief in the principles of equality and diversity	Essential	A & I

Future Youth Zone are committed to safeguarding and promoting the welfare of children, young people and vulnerable groups.

ONSIDE YOUTH ZONES NETWORK VALUES




**YOUNG
PEOPLE
FIRST**

Young people are at the heart of everything we do, inspiring and challenging us to deliver services that exceed their needs and challenge them to be the best they can be.

EXCELLENCE

We encourage ourselves and each other to be best we can be through continuous learning and improvement, and a focus on finding solutions.




RESPECT

We act with honesty and integrity, celebrating diversity across the whole organisation and caring about each other, our young people and the Youth Zone environment.



AMBITIOUS

We are passionate and driven in taking on new challenges, embracing new ideas, and exceeding our ambitions for young people, the Youth Zones and our local communities.

COLLABORATIVE

We will create and nurture strong, creative partnerships, working together to achieve better results and outcomes for young people.

