

### Role Profile

<b>Job title</b>	<b>Cleaner</b>	<b>Salary:</b>	£10.55 per hour
<b>Reporting to:</b>	Facilities Officer	<b>Holidays:</b>	33 days including bank holidays pro rata
<b>Location:</b>	NAME Youth Zone	<b>Hours:</b>	Various part time posts up to 25 hours per week. Predominantly early mornings, including weekends.
<b>The Person:</b>	Future Youth Zone is an amazing building, which must always be safe and clean for our young people. Will you take pride in achieving a high standard of cleanliness and bring a 'sparkle' to this brand new, state-of-the-art building? Do you want to make Future Youth Zone the safe and clean facility that young people deserve?		
<b>Key Relationships:</b>	Facilities Officer, All Future Youth Zone staff, young people, parents, visitors		
<b>Key Dates:</b>	<b>Closing date: Ongoing – Apply ASAP</b>		



### Job Purpose:

To provide a high standard of cleaning services throughout Future Youth Zone. As a critical member of the team, you will contribute to ensuring that a great first impression is always given to visitors and that all areas of Future Youth Zone are safe and clean.

### 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 for London's young people and supporting Youth Workers.

The Future, like all OnSide Youth Zone's, exists to give young people, particularly those who are disadvantaged, somewhere to go, something to do and someone to talk to. Each Youth Zone is open 7 days a week, at weekends and during school holidays. The Youth Zone's purpose 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, all offering young people 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=Q3fFHkXV7ZQ>

<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
- Represent Future Youth Zone positively and effectively in all dealings with internal colleagues, and external partners
- To be alert to issues of safeguarding and child protection, ensuring the welfare and safety of Youth Zone members is promoted and safeguarded, and to report any child protection concerns to the designated Child Protection Officers using the safeguarding policies, procedures and practice (training to be provided)
- To assist with any promotional activities and visits that take place at the Youth Zone
- To actively promote the Youth Zone and positively contribute towards increasing Youth Zone membership
- To adhere to The Future Youth Zone policies at all times, with particular reference to Health and Safety, Safeguarding and Equal Opportunities

### Duties and Responsibilities - Detailed

- To be responsible for cleaning areas of Future Youth Zone as allocated by the Facilities Officer or other appropriate manager
- To perform various cleaning activities including cleaning toilets, sanitary fittings and surrounds; spot cleaning of spillages; wiping furniture, ledges, pipes, paintwork, doors and polishing door glass; emptying and cleaning bins; mopping and spray cleaning hard floor surfaces; floor polishing; wiping, polishing and straightening furniture; replenishing supplies in toilets; and moving items of furniture and equipment
- To operate cleaning machinery for cleaning soft and hard surfaces, such as vacuum cleaners and polishers
- To follow opening and closing procedures
- To report any emergency maintenance problems, including toilets and other water fixtures, or hazards immediately to the Facilities Officer or other appropriate manager
- Carry out any other reasonable duties as requested by management

### Person Specification

<b>Selection Criteria*</b> A = Application Form I = Interview T = Test/Personality Profile	<b>Essential or Desirable</b>	<b>Method of Assessment</b>
<b>Experience</b>		
Previous cleaning experience	Essential	A & I
Use of cleaning equipment	Essential	A & I
<b>Skills</b>		
Ability to communicate clearly and follow instructions	Essential	A & I
Ability to prioritise work and manage time effectively	Essential	A & I
Ability to reach, bend, stoop and kneel	Essential	A & I
Ability to work on own initiative and as part of a team	Desirable	A & I
Ability to communicate with a wide range of people and relate well to young people	Essential	A & I
<b>Knowledge</b>		
Knowledge of health and safety issues relating to cleaning	Essential	A & I
<b>Special Requirements</b>		
A willingness to work unsocial hours, predominantly early mornings, including weekends.	Essential	A & I
A willingness to work additional hours to cover events, holidays and staff absence	Essential	A & I
Enhanced DBS clearance. Commitment to Safeguarding children	Essential	A & I

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

The strength of the OnSide Network of Future Youth Zone is the diversity of its people; we place huge value on different people doing things in different ways and we welcome applications from what might be considered non-traditional backgrounds. The one thing we all have in common is our desire to raise the aspirations of young people across the country. Future Youth Zone are committed to safeguarding and promoting the welfare of children, young people and vulnerable groups.

For information regarding how OnSide Youth Zones processes your data, please click here: <https://www.onsideyouthzones.org/applicant-privacy/>

## OnSide Youth Zones Values

### 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.

