

#TRANSFORMINGLIVES

Recruitment Pack

Youth Worker





Welcome and thank you for accessing this recruitment information pack.

Hartlepool College of Further Education is an exceptional college and we can trace our history back to 1849 – we are 177 years old. In this time the College has built up a reputation as one of the country's leading providers of vocational and technical education and this has afforded us the opportunity to deliver our mission – Excellence in further and higher education to transform students' lives.

Staff are aware of the College's history and that is incumbent on us, as the current custodians of the College, to do all we can to ensure the foundations are laid for the next 177 years – and beyond.

Times are exciting for the College with opportunities for further growth and development. Currently, we have £7m of investment coming into the College from a wide variety of sources including two Town Deal projects with partner organisations.

We moved into our current premises in 2011 and sit in an environment, which is high on aspiration and a source of civic pride, helps us drive the high expectations we have of all our students. High expectations and standards of behaviour are also expected of all staff as the College embraces a culture of improvement, growth and development.

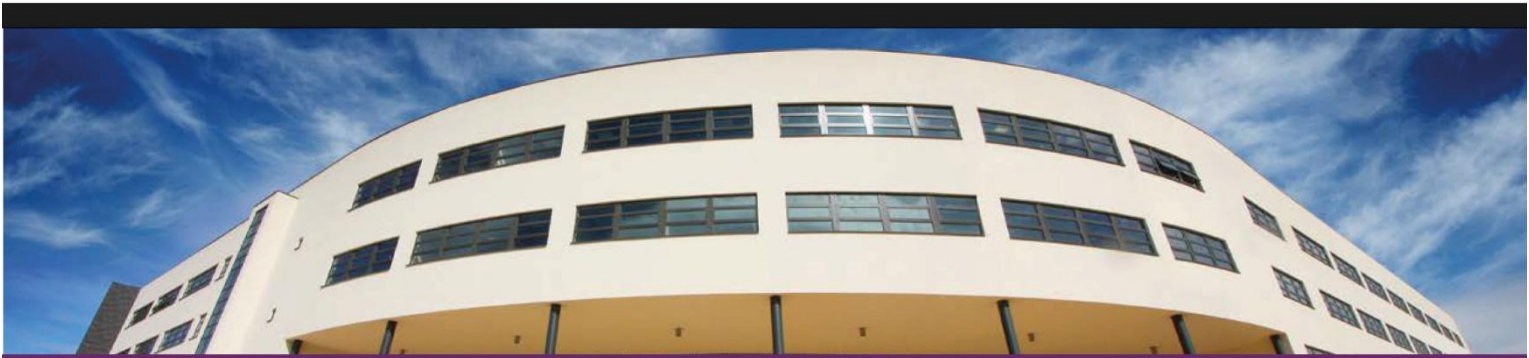
The College's curriculum is closely linked to the strategic economic priorities of the Tees Valley Combined Authority and North East Combined Authority. We are proud of the work we do and feedback from students and employers is both a source of satisfaction and growth potential.

Thank you once again for visiting this site and in this recruitment pack you will find information related to:

- The job description and person specification.
- The College's approach to recruiting ex-offenders.
- Reasons to work at the College
- The College's mission, expectations and behaviours



Darren Hankey,
Principal and Chief Executive,
Hartlepool College of Further Education



Job Description:

Post Title: Youth Worker
Reporting To: Head of Student Support
Salary: Up to £25,479.92 per annum
Hours: Full Time, 37 hours per week, Permanent **Holidays:** 29 days + bank holidays (FTE)

The Specific Nature of the Role

The aim of the role is to ensure students feel safe and secure in the College as well as to contribute to student enrichment activities. The post-holder will provide a presence in the College; predominantly in the main atrium, under the canopy onto which the main entrance opens and the car park as well as all main open areas of the College. Post-holders will be first aiders, be added to the rota and attend to incidents as required. Post-holders will lead enrichment activities in line with the College's offer.

Main Duties and Responsibilities

- Be visible in the main open areas of the College – the main atrium, just outside the main entrance as well as other open spaces across the College.
- Provide a caring, supportive, and nurturing environment in which young people can feel secure and free from harm.
- Help young people gain self-control by challenging unacceptable behaviour and rewarding acceptable, pro-social conduct.
- Be ambitious for young people, helping them achieve their goals and optimise their potential.
- Act as a first aider.
- Lead enrichment activities with 16-18 year olds as a part of the College's offer.
- Maintaining confidentiality whilst also meeting the Sharing Information protocols in regard to safeguarding.
- Establishing positive relationships with young people and always offer them unconditional and positive regard.
- Establish positive working relationships with others.
- Communicates in an open, professional and positive manner with students, work colleagues and key stakeholders.
- Embrace the College's RESPECT values and explore new ways of working
- Promote and implement the policies of the corporation to ensure the efficient operation of its business and the welfare and interests of its students and employees commensurate with the grade of the post
- Perform such duties consistent with the position as may be required by the Principal from time to time.



Post Title: Youth Worker

It is expected that the successful candidate will be able to meet the following criteria:

Criteria – Behaviours.	Essential (E) or Desirable (D)	Where assessed
1. Fit with the College's behaviour expectations and ethos	E	i
2. Level 2 youth work qualification	D	i
3. Qualified first aider.	D	i,
4. Experience of working with young people.	E	i, iii
5. Able to offer enrichment opportunities to young people	E	i, iii
6. Able to work as part of a team and under own initiative.	D	i, iii
7. Knowledge of health and safety, diversity awareness and safeguarding/Prevent.	D	i, iii
8. A willingness to work evening and weekend hours.	E	i, iii
9. Exemplary oral and written communication skills	E	i, iii

i – application form/letter (qualifications to be verified if successful)

ii – work-related activity

iii – interview