



## **Job Description**

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<b>Job Title:</b>	Activities Sessional Worker
<b>Primary Purpose of Job:</b>	To arrange and provide car transport to and from activities venues for our young people throughout Bath & NE Somerset, usually one evening per week in termtime plus occasional daytime sessions in school holidays by prior arrangement. To support in the delivery of these regular groups by engaging young people, building their confidence and supporting group leaders.
<b>Responsible to:</b>	Activities Practitioner
<b>Responsible for:</b>	Young people
<b>Rate:</b>	From £11 per hour plus expenses.
<b>Contract:</b>	Freelance, regular hours in termtime, occasional hours in school holidays. Most sessions are early evenings on weekdays, currently Mondays or Thursdays, about 3-4 hours including travel time.

### **Main Duties:**

#### ***Specific to the post***

##### **Assisting and supporting the delivery of regular activities**

- Collect young people from home and then to and from activities venues, often Riverside Youth Hub but occasionally other venues in BathNES area.
- Contact young people and/or family to confirm pickups, usually by text
- Provide listening support to young people during journeys, reporting safeguarding and similar concerns promptly and accurately to the senior practitioner (training given)
- Support young people to feel confident and able to join groups and participate in planning of projects (groups are led by other staff)

- Support young people to reflect on their skills, qualities and ambitions as sessions end
- Record feedback and report back to the senior practitioner after each session (verbally, by text or in writing as appropriate)

### ***General responsibilities***

- To promote the values of Mentoring Plus at all times
- To promote and encourage the participation and empowerment of young people
- To undertake any other duties within the scope of the role

### **Person Specification:**

Essential (E) or Desirable (D)

### **Qualification / attributes**

- 1.1 Access to a safe, reliable, passenger vehicle seating at least 3 plus driver (E)
- 1.2 A full UK driving licence held for at least 1 year (E)
- 1.3 Business use car insurance (this is often available at no extra cost compared to personal use) (E)
- 1.4 Practical training or experience in youth work, participation, mentoring, coaching, counselling, teaching or equivalent contact with young people, as a volunteer or professional (D)

### **Experience**

- 2.1 Working alongside young people facing a broad range of challenges (D)
- 2.2 Supervising staff and / or volunteers (D)
- 2.3 Supporting child protection issues with appropriate follow-up (D)

### **Knowledge**

- 3.1 Good knowledge of the BathNES geographic area (E)
- 3.2 Needs and concerns of young people experiencing a range of different risk factors and vulnerabilities. (D)

- 3.3 Practical knowledge of safeguarding and child protection (D)
- 3.4 Good working knowledge of standard office technology (MS Office, WhatsApp etc) (D)

### **Skills & Abilities**

- 4.1 Reliable, consistent and able to deal calmly with occasional challenges
- 4.2 Ability to quickly build positive relationships with young people (E)
- 4.3 Strong oral communication skills (E)
- 4.4 Work on own initiative and as part of a team. (E)
- 4.5 Calm and positive presence when supporting safeguarding issues (E)
- 4.6 Connecting with new and existing partner organisations (D)

### **Other**

- 5.1 Entitled to work permanently in the UK (E)
- 5.2 Business driving insurance, and a willingness to transport young people across BathNES (expenses paid) (E)
- 5.3 Willingness to work evenings in termtime and during school holidays. Evening activity sessions are typically 90 minutes plus travel time between 5pm and 8pm. Holiday activities are typically 3-4 hours in normal working hours. (E)

*Mentoring Plus is committed to maximising inclusion irrespective of age, gender identity, sexuality, ethnicity, background, life experiences, disabilities, learning difficulties, lifestyle, beliefs etc, provided that individuals are able to meet the requirements of the role with appropriate support. We operate a strict equal opportunities policy for both adults and young people. Our central Bath premises have parking and are wheelchair accessible.*

*Safer Recruitment procedures will be followed including an enhanced DBS check and employment references taken and verified.*