



## **TRELYA – Sessional Youth Worker Bank Staff**

Thank you very much for your interest in Trellya and in the post of sessional youth worker.

To apply for this post, you will need this document and a Trellya application form (separately available on the Trellya website [www.trellya.com](http://www.trellya.com)).

### **ABOUT TRELYA**

Trellya is an independent children and youth organisation based in Penzance. Named after the Cornish word for change, we have been delivering innovative and effective services in areas of significant deprivation since 2002. Trellya enables children and young people experiencing social and economic deprivation to develop the skills, knowledge, awareness, aspirations and motivation to make positive choices about their lives and their behaviours.

### **JOB DESCRIPTION**

|                              |  |
|------------------------------|--|
| <b>Title of Post</b>         | Sessional Project Worker   |
| <b>Salary:</b>               | £8.50 - £11.50 per hour (according to experience and specialisms)  |
| <b>Working Arrangements:</b> | Trellya generally operates afternoons, evenings and weekends depending on the needs of the children and young people. Bank staff hours can vary from a 3-hour shift to 30 hours in a week. |
| <b>Location:</b>             | Penzance, Penwith and some travel  |

### **Summary**

Trellya runs a varied programme of activities for 8 -23 year olds. Activities are wide ranging including – mixed sports, swimming, cooking and healthy lifestyle sessions, film making, homework club, football, art sessions etc. Embedded within all of our sessions and work is the intent to give young people the opportunity to learn other skills such as; positive relationship development and communication, responding positively to boundaries, decision making and positive life choices. Issue based work

such as drug and alcohol awareness, risky behaviour awareness, e-safety and aspiration development is also interwoven or developed from these sessions.

The work at Trelya aims to be a consistent and reliable source of support for our young people, we are also passionate about ensuring that we are flexible and responsive to the sometimes rapidly changing circumstances of young people's lives. This can mean that session delivery and content or a planned days' work can change and adapt very quickly if needed – in order to best meet the needs of young people.

The role of sessional project worker is to support these activities and other pieces of work. This could involve, helping a young person fill in a funding application, doing art with a group, accompanying a group offsite, doing the shopping for a session, contributing to session planning and preparation. You will be contributing to provide a safe and welcoming environment; supporting young people to thrive and develop and to feel secure, happy and respected. The majority of the work takes place with children and young people living in Penzance.

### **Main Purpose of the Post**

To contribute to the delivery of an engaging, relevant holistic programme of activities for children and young people, through face to face youth work sessions. The programme takes place evenings, some weekends and during the daytime and evenings and throughout school holidays.

### **Key Tasks/Responsibilities**

1. To initiate contact with children and young people.
2. To deliver interesting, engaging and relevant face to face youth work sessions; that children and young people enjoy.
3. To deliver, in conjunction with the team activities that enable young people to develop their personal and social skills.
4. To assist the project youth workers to deliver opportunities and enable young people to be educated and informed about key issues (e.g. drug and alcohol misuse, SHRE, effects of crime, social responsibility, E-safety).
5. To contribute to the monitoring, recording and evaluation of the work.
6. To undertake planning and organisational work for sessions where necessary.
7. To ensure, in conjunction with the whole team, the safety and wellbeing of young people at all times.
8. To participate in staff training and staff meetings.
9. To work to policies, procedures and working practices at all times.

**Probationary period**

The post is subject to a six-month probationary period.

**Disclosure and Barring Service**

This post is classed as having a high degree of contact with children and is exempt from the Rehabilitation of Offenders Act 1974. An enhanced disclosure will be sought through the Disclosure and Barring Service as part of pre-employment checks.

**PERSON SPECIFICATION****What we are looking for:**

- Talented, principled and energetic individuals who are resourceful and able to adapt to different situations and be flexible whilst maintaining a positive attitude.
- Inventive, fun, engaging project workers who can build trust and who have the determination to overcome obstacles.
- Recognises the importance of, values and is able to develop professional, boundaried relationships with children, young people and families.
- Individuals who have the capacity to connect with and positively contribute towards the established team dynamic. As a small team, the rapport and energy is an essential part of the support network within the project.
- Individuals who can deal with challenging behaviour in a creative empowering way or the desire to learn how to.
- An excellent communicator, be it with children and young people, professionals or the wider community.
- People with initiative who can engage creatively with children and young people, forging long term relationships.
- People who can process information, make decisions quickly and respond quickly to directions if needed.

### **The qualities that you possess:**

- You can plan, prioritise and reflect; making sure at every step that you are making a difference to the children you are working with.
- You adhere to policies and practices regarding safeguarding, health and safety and other crucial operational areas.
- You are flexible, you can adapt quickly to changing circumstances; you are able to think on your feet.
- You respond to the challenges of the role in a measured and calm way.
- You can accept direction and guidance, recognising the wisdom in others.
- You have a good sense of humour and a robust attitude to life.
- You know about modelling behaviour and are happy to set high standards.
- You are not afraid of challenge, knowing it can be a catalyst for change.

### **The behaviours that you demonstrate:**

- Commitment to positive outcomes for children.
- Conscientiousness.
- Reliability.
- Persistence.
- Precision.
- Determination.
- Team work.
- Keenness and ability to be active and energetic.
- Sense of humour.
- Ability to react positively to busy, changeable working environment
- The understanding that children and young people are at the centre of our organisation.

## HOW TO APPLY

If this excites you and you can demonstrate the skills, attitudes and behaviours which we are looking for, we would love to hear from you.

Please send us the following:

- A completed **application form** available on the Trelya website [www.trelya.com](http://www.trelya.com)

And

- An **Additional information piece**: Please select one or two bullet points from the person specification and produce an information piece that demonstrates how you meet those one or two bullet points. We are not prescriptive about the format of this additional information and will accept any media (traditional paper and text is just as welcome as any other media).

**Then post or email it to us to arrive no later than 10<sup>TH</sup> December 2018.**

**Email to: [helen.dobson@trelya.com](mailto:helen.dobson@trelya.com).**

**Post to: Helen Dobson, Trelya, Lescudjack Centre, Penmere Close, Penzance, TR18**

**3PE**