



Job title: Schools Link Youth Worker

Responsible to: Schools Project Lead

Contract: Fixed until 31st March 2027 – possible extension subject to further funding

Hours of work: 24 – 30 hours per week (depending on candidates' preference) – term time only, 39 weeks per year.

Salary: £24,799.22 per annum, pro rata.

Job purpose: To support the delivery of support for young people aged 11-16

Main location: The Mix, Stowmarket, supporting in one of our School's Secondary School in the Stowmarket and surrounding area.

Who are we?

We see a future in which young people are change makers, with clear confident voices that are heard. A future in which any young person from any background can grow and flourish to become their best selves. In this future they will exercise both their rights and responsibilities and invest their lives in building strong communities. We walk together with young people as trusted partners who support, guide, inspire and empower them with that future in mind. We are The Mix.

The charity includes 127 Trading Limited, a wholly owned subsidiary set up and operated to generate additional income for youth work services provided by The Mix Stowmarket Ltd.

About the project:

Our schools work is part of a three-year programme to ensure a consistent presence in our Secondary Schools and provide long-term support to those who need it. The purpose of the project is to act as an early intervention for students, addressing vulnerabilities such as low self-esteem, anxiety and resilience while helping them develop important skills and forge new relationships as they navigate through their school life. This is achieved through the implementation of a 'youth link worker' in three local Secondary Schools. These workers are embedded in our schools and work with young people and their families to identify and access community activities that suit their interests. Working with the Schools, we can be both proactive and reactive to individual needs of the school and the pupils and work with them to ensure that young people are supported efficiently and effectively.

Overview of the post:

The school's link youth workers deliver one-to-one's, group workshops, assemblies, and so much more. Our youth work teams work together across programmes and some young people who attend our Open Access drop-ins after school also see our youth workers in their schools, proving how vital having a school's youth worker is. They help young people to overcome barriers to learning, such as behavioural issues, low self-esteem, confidence or bullying. They also work to overcome any barriers that are in the way of individuals participating in the activities, both in and out of school. This might involve setting up new after-school clubs, securing new equipment, improving facilities and beyond.

Main Responsibilities:

1. Actively listening to young people and empowering them to inform and shape what we offer.
2. Support with the planning, delivery and effective evaluation of our youth work. This includes a mixture of 1-1 mentoring, small group work delivery, assemblies, PSHE sessions and workshops.
3. Providing early intervention and acting as a bridge between the student, school, parents and external agencies. Mapping the opportunities and resources available in the school and wider community, identifying any gaps, themes and exploring new initiatives with the wider Mix youth work team.
4. Maximise take up of existing services for young people by promoting opportunities within school and for parents and families.

5. Work with our schools youth work team to develop our offer for Empower primary schools. Assisting students with navigating major transitions e.g. between schools, or further education.
6. Flexibility to support with other initiatives or projects depending on the needs of the organisation i.e. open access programme, structured groups, youth social action, coaching and mentoring.
7. Engaging in appropriate networking forums to develop partnerships and promote collaboration.
8. Managing, compiling and evaluating data to ensure support is effective, targeted and getting desired results. Utilise appropriate recording, reporting and impact measurement procedures for all aspects of Mix youth work.
9. Uphold rigorous safeguarding and risk assessment procedures including those of the schools, to ensure timely support for young people. It is essential to maintain confidentiality in all aspects of our work.
10. Work in accordance with The Mix's vision, values and policies and procedures and be proactive in implementing equal opportunities.
11. Attend relevant training, participate in professional updating/development opportunities and partake in regular work review procedures as required.
12. Undertake any other duties that are commensurate with the post.

Safeguarding:

- Work in accordance with The Mix's Safeguarding Policy always, including attending mandatory safeguarding training and refreshers and liaising closely with the Designated Safeguarding Lead, and the wider safeguarding team.
- Uphold rigorous safeguarding and risk assessment procedures to ensure timely support for young people. It is essential to maintain confidentiality in all aspects of your work.
- Ensure there is a strong culture of listening to young people, so they are seen and feel heard so that they are kept safe.

Other:

- Stay up to date with youth work and the needs of young people ensuring appropriate knowledge transfer to colleagues. Develop youth work provision at The Mix to support all young people to be able to meet and engage socially and take part in youth and social enterprise.
- Work in accordance with The Mix's policies, procedures, principles, vision, and values and be proactive in implementing equal opportunities in all aspects of your work.
- Engage in relevant training, development opportunities and partake in regular work review procedures as required, including regular performance management processes.
- Undertake any other duties that are commensurate with the post.

Person Specification:

Qualifications	Essential	Desirable
1. Level 2 qualification in Youth Work, or a willingness to undertake this training	✓	
2. Level 3 qualification in Youth Work		✓
Knowledge, skills, experience and behaviours		
3. Demonstrable experience of working with a diverse range of young people in a variety of settings, including youth work, education, charity etc.	✓	
4. A robust understanding of child protection and safeguarding and/or a willingness to undertake training	✓	
5. A belief in the intrinsic value of young people	✓	
6. Passion for supporting young people, their families and community	✓	
7. An enthusiastic and committed approach to improving young people's lives	✓	
8. Self-motivated, proactive and positive approach and attitude to work	✓	
9. Demonstrable personal resilience, a forward-thinking attitude and adaptiveness to change	✓	
10. Patience and the ability to remain calm during difficult situations	✓	
11. A non-judgmental approach towards work and others	✓	
12. A demonstrable ability to show discretion when dealing with sensitive and confidential information	✓	
13. An ability to work both independently and collaboratively with different teams/areas of The Mix, appreciating and advocating for healthy relationships	✓	
14. Excellent communication and interpersonal skills to establish and maintain effective working relationships with both internal colleagues and external stakeholders	✓	
15. Sound experience of IT and systems including MS office applications	✓	
16. A good understating of recording, reporting and presenting data	✓	
17. Sound organisational and time management skills	✓	
18. Have the flexibility to work evenings and weekends as required	✓	
19. An ability to represent the charity and the needs of young people with external stakeholders, the public and relevant organisations	✓	

Whilst these criteria are incredibly important to us at The Mix, we also see value in an individual's character, passion, and the integrity to lead well.

For further information about our Youth Work projects and services, please visit our website

<https://www.themixstowmarket.org/>

The Mix Stowmarket Ltd. is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Any job offers are subject to the completion of satisfactory pre-employment checks and role-specific DBS (criminal records) checks.

We are committed to promoting equality of opportunity for all staff and job applicants. We aim to create a working environment in which all individuals can make best use of their skills, free from discrimination or harassment, and in which all recruitment decisions are based on merit. We do not discriminate against individuals based on age, disability, gender reassignment, marital or civil partner status, pregnancy or maternity, race (ethnicity) including colour, nationality, ethnic or national origin, religion or belief, sex, or sexual orientation.