



Young Carers Capacity Builder

Applicant Information Pack
September 2026



Introduction

I'm delighted you're considering working with us at Centre 33 within the Young Carers Team.

Centre 33 has been supporting young people in Cambridgeshire for over 40 years. We work closely with around 4000 young people a year offering a safe space where they can receive free, confidential and professional support in a non-judgemental and welcoming setting. Working across the county, we building local relationships and advocating for young people's needs in local services and communities.



Centre 33 has been specifically supporting young carers for over 20 years, and have a dedicated team that aims to make sure that young carers have the same life chances, levels of wellbeing and voice as their peers as well as working with them to reduce the negative impact of their caring responsibilities.

By choosing a career with us you will play an instrumental role, alongside our fantastic staff, volunteers and supporters, in helping us to continue towards our vision of ***a future where all young people are listened to, respected and supported.***

Everyone at Centre 33 is passionate about driving positive change to meet the growing need for improved and expanded services to support young people across the county.

I am exceptionally proud to lead Centre 33 and I hope that reading through this pack will inspire you to apply to join us.

Beth Green
Chief Executive Officer

Our History

Centre 33 opened its doors to young people at 33 Clarendon Street on 1st May 1981. *Save the Children* funded our first worker, Maggie Hunter and she quickly recruited a team of volunteers to offer counselling, advice and support to meet the needs of young people in Cambridge.

“It was to be a warm and welcoming space for young people where they could come and be listened to without judgement. All the services were to be free and confidential.”

Now in our 45th year we continue to reflect on what has changed and what has stayed the same over time. We hold true to the founding ethos of Maggie Hunter and her team and still value the rights of young people to have their own space and to be treated as individuals worthy of respect and support.

To date we have closely worked with over 40,000 young people through counselling, support with caring responsibilities, homelessness, sexual health and more.

We now operate in 5 parts of the county including Ely, Wisbech, Huntingdon and Peterborough and continue to advocate for young people's needs in their communities.



Our Vision, Mission and Values

Our **Vision** is for:

A future where all young people are listened to, respected and supported

Our **Mission** in Cambridgeshire and Peterborough, is:

- to offer young people **support** with their **practical issues** and **emotional needs** that is free, confidential, empowering, easy-access and high quality.
- to actively work with other local services so that young people's **needs are met**, and their **voices are heard**.

We work closely to these **Values**:

YOUNG PEOPLE LED



We treat young people as **unique individuals** and are **led by their needs**. We focus on their **strengths** and **trust** and **support** them to take a central part in deciding what is right for them.

We ask what they want from us and involve them in the **decision making** about our organisation.

STRIVING FOR EXCELLENCE



We are **experts** in our fields, working to evidence-based best practice. We are **forward thinking** - seeking feedback, and continuously **learning together**.

We **care** intensely about our work - we are committed to making a **positive difference** to the lives of all young people.

COLLABORATIVE



We genuinely value our **working community**, and actively **work together** for better outcomes for young people, **speaking out** on their behalf.

We support each other through challenges and **prioritise our wellbeing** as workers.

INCLUSIVE



We welcome all with **no judgement**. Everyone's diverse experiences, qualities and views are important to us.

We are easy to approach, we don't turn away, we **listen** and **support**. We welcome and celebrate **diversity**.

Strategic Plan Goals

Our Strategic Plan outlines our four strategic goals for the next five years. These have been developed through a process of consultation and review with young people, staff and wider stakeholders in the sector.

The goals build on the strong foundations of Centre 33's work and understanding of local needs developed over 40 years; including the significant work of the last three years:

- Delivering support to more young people, with increasingly complex needs from a wider geographical area.
- Responding and adapting our services and ways of working in response to COVID-19.
- Working with local partners to strengthen the local system of support for young people, through sharing best practice/data, co-production, and capacity building.
- Strengthening our central resources in admin, HR, data, evaluation, communications and fundraising.
- Rapidly growing our income and delivery teams to meet the above demands.

Our four strategic goals fall into areas of impact and areas that enable the impact of our work.

Impact Goals

All young people across Cambridgeshire and Peterborough can **receive holistic support that is accessible, high quality, impactful, targeted and led by them.**

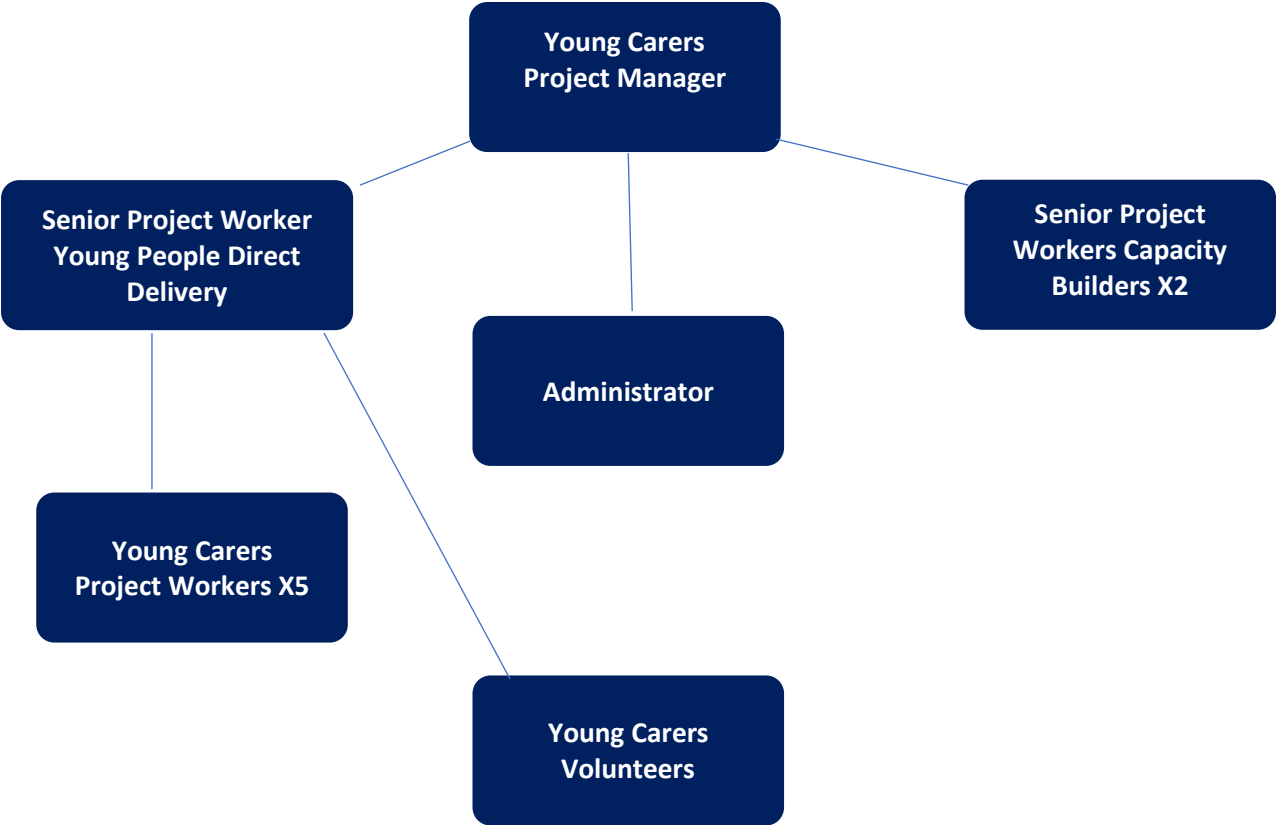
Centre 33 advocates for positive change for young people through dissemination of knowledge and best practice, and collaborative working to ensure high levels of understanding of their needs and clear pathways of support.

Enabling Goals

Centre 33's workforce and governance is high quality, stable and diverse: working in quality community-based hubs and practices.

Centre 33 has financial stability over at least a five- year period; achieved through a clear vision, adequate resources, compliance with best practice and legal requirements; and an established funding mix.

Young Carers Team Structure



Young Carers Capacity Builder

Job Description – 2026

Key Terms and Conditions

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Hours	21 Hours Per Week
Duration	Permanent
Responsible to	Senior Young Carers Project Worker
Locations	Huntingdon/Peterborough with regular travel across Cambridgeshire

Purpose of the role

The Young Carers Capacity Builder will be responsible for contributing to awareness raising, partnership working and capacity building activities. The role involves the development of resources, delivery of training and engagement with professionals and community partners to improve the identification of young carers (YC) and young adult carers (YAC). The post will help ensure young carers are identified early, receive appropriate support and have their voices heard.

Principle duties

Leadership

- Contribute to a team culture of warmth, respect, best practice, good communication and shared risk management.
- Contribute to a learning culture within the team; identify training needs and contribute to the development of an internal training programme.
- Work towards objectives that meet contract needs and organisational vision, and are accountable to them.
- To work closely with the Young Carers Service Manager and Senior Project Worker on relevant issues of service delivery, volunteer management and recruitment/induction.
- To represent Centre 33 Young Carers externally and to operate as part of the Centre 33 Young Carers team, with a particular remit to ensure the delivery of service objectives.
- Represent the organisation at meetings, including, but not limited to awareness raising sessions, partnership boards, health, Early Help and Social Care.

Service Delivery

- To deliver excellent, safe, responsive and value for money services to young people in line with the strategic plan, leadership from the Young Carers Service Manager and learning from best practice including external quality standards and practices.

- Ensure the needs and progress of any young people at particular risk or with complex issues are regularly monitored and reviewed, and relevant external agencies are involved.
- Have an excellent understanding of the issue facing YC/YAC and present these through various platforms to ensure all those that come into contact with YC/YAC are aware and adapting to meet their needs.
- Develop clear pathways for access to support for YC/YAC and their families.
- Record and update data accurately - monitor, evaluate and review.

Awareness raising, training delivery, relationship building and marketing and resources:

- Develop and implement a program of training to key partners to ensure YC/YAC are identified and supported across services
- Include young carers voices wherever possible when delivering training.
- Build and maintain strong working partnerships with key stakeholders across Adult Carers, Health, Adult and Children's Social Care, and Early Help to increase positive outcomes for YC/YAC.
- Build comprehensive knowledge of local support systems and resources available to YC/YAC and their families
- Create a targeted awareness raising program to include hard to reach communities.
- Work in partnership with education settings to ensure YC/YAC are identified and supported.
- Co-ordinate and facilitate YC champion network meetings.
- Work in partnership with schools to establish Young Carers support in Primary and Secondary, ensure teachers are trained, supported and have access to Young Carers resources.
- Co-produce bespoke resources for a wide range of professionals and young people, incorporating young carers voices.
- Develop resources that empower professionals to confidently support YC/YAC and recognise when specialist intervention is needed.
- Work closely with C33 communications team.

Other

- Contribute to team meetings
- Flexible to meet young carers at times that meet their needs, e.g. occasional evening and weekend work.
- Drive and have access to a car – regular travel around county and may involve transporting young people.
- Attend activities, trips and residentials to ensure staff ratios

The postholder may be expected to undertake other duties from time to time, under the direction of the Young Carers Project Service Manager, relevant to the grading of the post.

Person Specification

Criteria	Essential	Desirable
Service Delivery	• Experience of working with young people under the age of 25 • Experience of successfully and creatively involving young people in decision making, planning, developing and evaluating projects. • Knowledge of safeguarding & confidentiality • Experience of identifying and managing risk • Experience of partnership working across a range of provisions, Statutory, Health and Vol, and Adult and CYF services. • Experience of developing training and delivery of training to variety of audiences. • Use of various platforms to deliver awareness raising. • Confident in the use of Microsoft products.	• Experience of working with young carers and young adult carers • Experience of using Canva to design resources and presentations • Experience of the voluntary sector
Leadership	• The ability to plan and manage a complex workload, sometimes to deadlines. • The ability to work on own initiative as well as part of wider teams. • An understanding of and commitment to the promotion of equality, diversity and inclusion.	• Experience of monitoring and evaluating projects
Awareness raising, training delivery, relationship building	• Confident in relationship building and communicating the needs of young people to professionals. • Experience in creating resources to a high standard e.g. newsletters/resources pack	• Experience of public speaking • Knowledge of key partners and local services

and marketing and resources:	• Experience of facilitating groups	
Personal Qualities	• Engaging and able to reach out to a variety of professionals and build excellent working relationships. • Excellent time management. • Approachable and adaptable. • Ability to engage with young people • Excellent listening and communication skills. • The willingness to work some unsociable hours, including occasional evenings and weekends.	
Other	• Car owner/user. • Flexible to work across large geographical areas. • IT competent, including experience of using word/excel/PowerPoint/outlook	• Experience of Charity Log, Liquid Logic

All roles at Centre 33 may involve access to information about young people and as such all new employees and volunteers will be subject to an enhanced DBS check. **Having a criminal record will not necessarily bar you from working with us.** This will depend on the nature of the position and circumstances and background of your offences.

Further Information

Equality, Diversity, Inclusion and Belonging at Centre 33

Centre 33 is committed to encouraging equality, diversity and inclusion among our workforce and users, and eliminating unlawful discrimination. The aim is for our workforce to be truly representative of all sections of society and for each employee, volunteer and service user to feel respected.

Our over-arching goals are:

- We encourage equality, diversity and inclusion in the workplace and create a working environment free of bullying, harassment, victimisation and unlawful discrimination,

promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognised and valued.

- We commit to **actively reaching out to all communities** of young people, investigating how we can welcome them to our services and breaking down any barriers to access.
- We commit to **challenging** instances of any power **imbalances** that may leave some people in our services or on our team at risk of harm or disadvantage.
- We commit to valuing and **improving diversity in our workforce**, governing body and volunteer base—we want to reflect the communities we work with.
- We commit to **using language and communications that don't alienate**, discriminate against or misrepresent any group.

Safeguarding Statement, Rehabilitation of Offenders Act 1974

All staff and volunteers at Centre 33 undertake an enhanced DBS Check. **Having a criminal record will not necessarily bar you from working with us.** This will depend on the nature, circumstances and background of the offenses. If you have a criminal conviction, other than those spent under the terms of the Rehabilitation of Offenders Act 1974, please contact hr@centre33.org.uk and they will confirm the process for confidentially informing us.