

PERSON SPECIFICATION

POST	Employability Youth Worker	JOB REFERENCE No.	03/17
------	----------------------------	-------------------	-------

The following person specification should be read in conjunction with the Job Description related to this post. It is not intended to be exhaustive but is designed to give applicants a broad picture of the knowledge, skills and abilities required to carry out the job.

REQUIREMENT	ESSENTIAL	DESIRABLE
Training and Background	<ul style="list-style-type: none"> • Professional experience in Youth Work • Experience of organising programmes and/or activities for groups of young people • Previous experience of dealing with behavioural and discipline issues in young people • Experience of evaluating projects • Experience of working with young people with a variety of issues, including mental health related problems • Knowledge and experience of the current issues YP are facing 	<ul style="list-style-type: none"> • Qualification in Youth Work • Experience of working in an employability project • Counselling Qualification • Mental Health First Aid Qualification • Demonstrated success working with YP • Experience of leading and supporting other members of a staff team
Personal Skills	<ul style="list-style-type: none"> • Ability to develop, run and participate in learning sessions • Must be an effective communicator, able to listen and give and receive feedback • Ability to motivate and develop young people • Ability to adapt leadership style and approaches as appropriate • Ability to complete tasks and see them through • Ability to actively work with other agencies 	
Organising Skills	<ul style="list-style-type: none"> • Good personal organisation and discipline • Ability to plan and coordinate activity programmes • Able to plan ahead and be forward thinking • Good feedback from courses previously run • Ability to work with young people to create youth-led programmes 	
Administration Skills	<ul style="list-style-type: none"> • Ability to assist in the general administration of the project. 	<ul style="list-style-type: none"> • High level of literacy in the written and spoken word.

PERSON SPECIFICATION

	<ul style="list-style-type: none"> ● Good PC skills – able to use Email, Word, Excel and PowerPoint proficiently ● Ability to write and present reports and presentations ● Good level of literacy in the written and spoken word. 	<ul style="list-style-type: none"> ●
Health & Safety	<ul style="list-style-type: none"> ● Experience of writing, using and implementing risk assessments ● Must have a good understanding of safeguarding and child/vulnerable adult protection issues 	<ul style="list-style-type: none"> ● Current HSE - First Aid certificate ● Working knowledge of GIRFEC and SHANARRI
Teamwork skills	<ul style="list-style-type: none"> ● Previous experience of working in a team situation ● Prepared to take part in team discussions and training and development opportunities ● Able to engage effectively with people from a variety of backgrounds and with different experiences ● Able to lead groups of adults and young people ● Able to work on own initiative 	<ul style="list-style-type: none"> ● Experience of networking and working alongside other agencies ● Experience of working with volunteers
Personal attributes	<ul style="list-style-type: none"> ● Empathy with young people and an understanding of youth culture and issues ● Caring, sympathetic person with a good sense of humour. ● Enthusiastic, flexible and creative with plenty of drive and initiative ● Trustworthy and reliable; able to manage time effectively. 	<ul style="list-style-type: none"> ● Interest & commitment to health and well-being on a personal level, so able to act as a role model for young people. Desire to share this knowledge and enthusiasm with young people