



# HALE

Health Action Local Engagement  
Healthy Living Project

## JOB DESCRIPTION

<b>TITLE OF POST:</b>	<b>Youth &amp; Community Development Worker / Young Peoples Social Prescriber</b>
<b>SALARY:</b>	£21,585 pro rata + 5% pension
<b>HOURS:</b>	1 x 24hrs per week post (or 2 x 12hr posts)
<b>RESPONSIBLE TO:</b>	<b>Chief Officer / Senior Youth &amp; Community Worker</b>
<b>JOB PURPOSE:</b>	<p><b>To work directly with and support children and young people who are accessing a range of our youth work activities.</b></p> <p><b>Key objectives</b> To engage, facilitate and support young people in their development, connecting them into activities / services to ensure they experience</p> <ul style="list-style-type: none"> <li>• Reduced feelings of loneliness and isolation – are supported to build positive relationships and improve connections with their community</li> <li>• Improved engagement into a range of provisions and social opportunities – self motivation to set personal goals and develop aspirations</li> <li>• Improved understanding of risks to their overall wellbeing / ways to manage and reduce personal risk–increased ability to make positive choices to keep safe and well.</li> </ul>

## 2. PRIMARY DUTIES & AREAS OF RESPONSIBILITY

- To receive and process referrals from key stakeholders (including GPS, schools, colleges, Sexual Health services, young people’s service providers and young people.
- To holistically assess the needs and wishes of children and young people and co design personal wellbeing plans and activities.
- Empower young people, promote youth voice and enable them to have influence and place in their communities and wider society.
- To meet with and provide support to young people at home, school or within designated community spaces.
- To build positive, trusting relationships with young people, enabling them to engage in appropriate services and interventions and make progress towards /achieve their goals.
- To work with young people on a 1 to 1 basis at home, school or a mutually agreed location and adhere to HALEs lone working and health and safety policies and procedures at all times.
- To develop and facilitate a range of groups/activities young people to attend which enables them to grow in confidence, develop coping mechanisms and gain additional skills and experience to build resilience.
- To signpost and support young people into appropriate activities and services delivered by key partner agencies such as LOCALA, Youth Service and Social Care.
- To promote and ensure the safeguarding of children and young people, particularly those who may be identified as vulnerable or at risk of harm and to follow up on all safeguarding concerns.
- To maintain up to date records including registration forms, consent forms and case notes of all work undertaken with young people.
- To collect, collate and input data into HALEs and contracting partners monitoring and evaluation collection databases.
- To provide regular written/spoken reports and analysis of work to the Project Lead, CLICs Steering Group and HALE Trustees as required.

- To promote and publicise the Young Peoples Social Prescribing Service, wider young people’s activities/services and wider HALE activities.
- To ensure the implementation of HALE’s equal opportunities policies in all aspects of the work.
- All staff will attend training and comply with Information Governance, data protection and confidentiality policies procedures and code of conduct.
- To provide support and encouragement to volunteers
- To actively participate in supervisions and annual appraisals.
- To attend team, HALE and multiagency meetings as required.
- To demonstrate a commitment to continuing professional development and to attend mandatory and other appropriate training.
- To work flexibly including some evenings and weekend delivery, to ensure that the needs to the young people are met.
- To undertake other tasks and duties as are required to meet the aims and objectives of the Young People Social Prescribing service and the wider aims of HALE.

**3. COMMUNICATION & WORKING RELATIONSHIPS**

To work and communicate with families/carers, communities, community groups, voluntary and statutory agencies.

**4. SPECIAL WORKING CONDITIONS**

Travel around the Bradford and district area, work in a variety of settings, occasional transporting of resources for events and work unsocial hours evenings and weekends.

**5. REHABILITATION OF OFFENDERS ACT 1994**

Because of the nature of the work, this post is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1994 (Exceptions) Order 1995. Applicants for posts are not entitled to withhold information about convictions which for other purposes are “spent” under the provisions of the Act and in the event of employment any failure to disclose such convictions could result in disciplinary action or dismissal by HALE. Any information given will be completely confidential and will be considered only in relation to an applicant of a position to which the order applies.

**6. JOB DESCRIPTION AGREEMENT**

**Jobholder’s Signature:** ..... **Date:**.....

**Manager’s Signature:** ..... **Date:**.....

**Person Specification for Young Peoples Social Prescriber (November 2019)**

	Essential	Desirable
Qualification to level 2 or above in Youth Work Practices	✓	
A minimum of 2 years experience of engaging and working with young people	✓	
Skills and experience of communicating effectively with and providing empowering support to young people	✓	
Experience in specialised areas of youth work i.e sexual health, youth mental health, substance misuse.		✓
Knowledge and experience of supporting young people with presenting issues and vulnerabilities they face.	✓	
Knowledge of approaches, tools and techniques that support young people's emotional wellbeing		✓
Holds children and young people's safeguarding certificate and possesses knowledge of robust referral processes	✓	
The ability to maintain an active caseload and keep accurate records	✓	
The ability to collect primary and ongoing data for monitoring purposes	✓	
Demonstrate excellent organisational, written and IT skills, such as word processing and maintaining databases.	✓	
Experience of using System One (clinical data storage system)		✓
Ability to communicate with a wide range of stake holders, including good social interaction and listening skills	✓	
Ability to work independently and part of multidisciplinary team	✓	
To have an understanding of mild to moderate mental health problems	✓	
Good knowledge of information governance and ability to maintain confidentiality at all times, within any statutory guidance on safeguarding	✓	
Experience of multiagency working with health, education, social care and VCS colleagues in a professional and confident manner.	✓	
Ability to show initiative in finding out about a range of existing activities/services including volunteering and training opportunities for young people	✓	
To have experience of delivering health promotion or self care awareness		✓
The ability to motivate, encourage and support young people to engage in community activities	✓	
To have behaviour change training such as making every contact count or motivational interviewing		✓
Holds a UK driving licence and access to own transport		✓
To be sensitive to the needs of individuals that are perceived as hard to reach	✓	
To have advocacy skills and work proactively to support vulnerable service users		✓
The ability to speak other languages such as Arabic, Polish, Slovakian, Urdu, Punjabi. This is key component of our work but good candidates without languages will not be excluded.		✓
To be non judgmental and to take a positive approach to all people	✓	
To have basic first aid/ life support skills		✓
To be honest and have integrity		✓