**Sessional Youth Worker (Emerge Youth Group)**

Remuneration: £12.96 per hour

Based: Based in Central Birmingham

Terms: 8 hours per month. Usual hours – 2 x 4 hour youth group sessions per month (Saturdays)

Responsible to: Operations Manager

**Overall Aims:**  
To work with young trans, non-binary, and gender questioning people in a way that prioritises their safety and personal development, in both a group work and one-to-one setting. To assist in organising a programme of activities, and provide support and information.

**Responsibilities**

1. To carry out face-to-face youth work with young people who identify as transgender, non-binary, or gender questioning, between the ages of 13 and 18, in accordance with Birmingham LGBT aims and objectives, and policies and procedures.

2. To develop their social education by providing an engaging programme of activities relevant to group members.

3. To adequately plan for and deliver sessions for young trans and gender questioning people, including preparing resources and a comprehensive session plan for each session.

4. To offer a friendly, listening ear, and emotional support during group sessions.

5. To assist in the development of the youth group, including promoting the group

to young people and professionals.

6. To support young people to be involved in the development of the group and the delivery and planning of activities.

7. To provide face-to-face emotional support to young people.

8. To provide a safe, welcoming, and inclusive environment for attending young people, in which they can meet friends, get involved in affirming and esteem-raising activities, and seek and offer peer support.

9. To provide support and work as part of a team with sessional workers and volunteers.

10. To ensure all data collection systems are maintained in line with charity protocols and guidelines.

11. To be aware of safeguarding policies and procedures and to ensure their compliance, attend mandatory safeguarding training and refresher sessions, as well as other relevant staff development and learning programmes, to ensure all relevant paperwork is maintained in line with Birmingham LGBT’s policies and procedures, and to provide timely monitoring to the director of Birmingham LGBT.

12. To have regular meetings as deemed necessary by line manager.

13. To participate with colleagues in charity staff meetings and staff development opportunities, including in-service training, monitoring and evaluation.

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14. To ensure the youth group is run in accordance with the Birmingham LGBT’s policies and procedures and to work to these at all times

15. To act in such a way as to promote the professionalism of both the Charity and the services provided by the charity.

16. To undertake any other duties that are commensurate with the post.

**Person Specification**

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|  | **Essential Criteria** |
| 1. | Relevant experience in youth work provision and delivery in LGBT voluntary sector and/or mainstream services |
| 2. | Significant experience of facilitating groups of young people (through work experience and/or education) |
| 3. | Experience working in a team and effectively managing relationships, teamwork, shared responsibility, conflict, and other team issues |
| 4. | An understanding of the issues facing young trans people |
| 5. | In-depth experience of working with vulnerable young people |
| 6. | An awareness of current legislation and safeguarding procedures relating to children and young people |
| 7. | Clear understanding of the nature of confidentiality and boundary issues and the need for strict adherence to our confidentiality policy |
| 8. | Good verbal and written communication skills |
| 9. | Ability to demonstrate strict adherence to organisational policies and procedures, |
| 10. | Current understanding of the relevant legislation relating to young people |
| 11. | Understanding and commitment to equal opportunities and diversity. |
| 12. | Strong IT skills and able to use Microsoft Office packages, email, internet, calendar management, Excel, social media and other digital platforms. |
| 13. | Ability to use monitoring and evaluation systems effectively |
| 14. | Highly organized and self-motivated with an ability to prioritise varied workload |
| 15. | Ability to work alone as well as being part of a small team |
| 16. | Good interpersonal and communication skills relevant to a variety of audiences and stakeholders including a person-centered approach to working with LGBT communities |
|  | **Desirable Criteria** |
| 17. | Experience of working within a trans youth group setting specifically |
| 18. | Qualification in youth and community work, Social work or other relevant field 18. |
| 19. | Experience of supporting a small team of workers and volunteers |

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