



WARRINGTON



An **OnSide** Youth Zone

ROLE PROFILE

Targeted Youth Work And Family Support Manager

Fixed term until March 2025

(with potential to extend fixed term once further funding secured)



ROLE PROFILE

POST:

Targeted Youth Work & Family Support Manager

SALARY:

£27,000 - £33,500 (depending on experience)

Fixed term contract until March 2025

(NB. With potential to extend one further funding is secured)

LOCATION:

Warrington (Dallam Lane)

REPORTING TO:

Head of Grants and Contracts

CONTRACT:

40hrs Full-time

BENEFITS:

- 5% matched contribution pension
- 33 days holiday inclusive of Bank Holidays (rising with length of service)
- Free Gym membership
- Access to OnSide's Talent Academy, which includes bespoke training and mentoring
- Health Shield healthcare cash back plan

ABOUT ONSIDE

It's about opportunity.

Potential is in all of us. In every home on every street, from affluent suburbs to inner-city estates. The difference is that some young people get every opportunity to explore their potential. Others do not.

It's all about opportunity.

We are a part of The OnSide Network, a national charity that believes all young people should have the opportunity to discover their passion and their purpose. To find out what they have got and where it could take them.

They help to fund and build state-of-the-art, multimillion-pound Youth Zones in the country's most economically disadvantaged areas. Training the amazing people that run them and offering continuing support via the nationwide OnSide Network, where they can learn and grow, share stories, learning and celebrate success together.



Youth Zones are purpose-built spaces fizzing with energy and crammed with incredible facilities. They are staffed by skilled and dedicated youth workers who genuinely believe in young people – helping them see what they could achieve, and giving them the skills, confidence, and ambition to go for it.

This is life-changing support that helps tens of thousands of young people from a diverse range of backgrounds to thrive.

It is about creating opportunity here at

WARRINGTON YOUTH ZONE

Opened in July 2022, Warrington Youth Zone has become the new home and evolution of Warrington Youth Club (WYC). WYC is rich in history, initially formed in 1930 by a group of parents. Over the following years the organisation changed names, but never purpose.

THE ROLE

An exciting opportunity has arisen at Warrington Youth Zone for an experienced manager/co-ordinator with a strong motivation to support positive outcomes for vulnerable children, young people, and families from across Warrington.

Working alongside our Head of Youth Work and other Youth Work Managers, you will make a significant contribution to thousands of local children and young people by managing our Targeted Programmes, taking direct co-ordination of our Family Support Programmes, which include:

- **Cadent** Centre for Warmth & Energy Efficiency Scheme
- **Foundations** – holistic activities and training for parents and carers
- **Christmas Family Support Schemes**

You will also provide line-management to the staff team (currently 4 staff members) who deliver our other Targeted Programmes:

- Emotional Health & Wellbeing
- SEND Support
- Preparation for Adulthood

You will have responsibility for ensuring that WYZ's Targeted Programmes are delivered to the highest possible standards by effectively managing and supporting the Targeted Staff Team, delivering your own programme of Family Support Services, and working with the organisation and the community to develop new programmes of support.

See more at:

<https://warringtonyouthzone.org/about-us/>

GENERAL INFORMATION

In accordance with our Child Protection & Safeguarding procedures, this position requires an Enhanced DBS check.

For information regarding how Warrington Youth Zone processes your data, go to:

<https://warringtonyouthzone.org/privacy-policy/>



KEY RESPONSIBILITIES

- Provide inspiring management to Targeted Programmes team members, including monthly OKRs to measure against targets.
- Collaborate with the Head of Youth Work and Senior Leadership Team to understand the needs of the organisation and our members and align Targeted Programmes accordingly.
- Conduct quarterly Project Observations to assess quality of delivery.
- Ensure the Targeted Team are effectively carrying out monitoring and evaluation on all projects in line with funder and organisation requirements and encourage a culture of impact measurement.
- Monitor income and expenditure of each Targeted Programme, ensuring project spending remains consistent with the charity's Annual Budget, in liaison with Head of Finance.
- Attend partnership meetings with external agencies and continuously seek to develop new strands of Targeted Youth Work for the further benefit of children, young people, and families.
- Produce engaging case studies (text and film) and promote Targeted Youth Work through WYZ's media/publicity channels to celebrate the achievements of young people and projects.
- Manage and co-ordinate all Family Support Programmes, offering an outstanding service to parents, carers, and family members which, in turn, contribute to the holistic support of children and young people.
- Contribute to positive relationships with funders and donors by supporting Youth Zone visits and tours, evaluation events, and funder presentations.
- Ensure successful delivery of programmes with existing grant-funding as outlined below.

<ul style="list-style-type: none"> • Cadent: scheme promoting energy efficiency, home safety, and access to warm spaces and food. 	<ul style="list-style-type: none"> • Deliver energy-saving advice and CO alarms provided via weekly Family Days at the Youth Zone.
	<ul style="list-style-type: none"> • Deliver food and nutrition projects for children and young people.
	<ul style="list-style-type: none"> • Manage social media campaign to raise awareness.
	<ul style="list-style-type: none"> • Complete monitoring, evaluation, and reporting effectively to support funder reports by providing all necessary data and narrative information to the Fundraising Team in a timely manner.
	<ul style="list-style-type: none"> • Consult directly with children, young people, parents, and carers to ensure that all delivery is community-led.
<ul style="list-style-type: none"> • Foundations: programme delivered in partnership with Home-Start Warrington and Baby Zone, offering parents and carers the opportunity to engage in life skills, wellbeing, and employability workshops. 	<ul style="list-style-type: none"> • Consult directly with parents and carers to understand their needs and aspirations
	<ul style="list-style-type: none"> • Design and deliver a vibrant and holistic activity programme.
	<ul style="list-style-type: none"> • Promote activities across our membership and networks.
	<ul style="list-style-type: none"> • Complete monitoring, evaluation, and reporting effectively to support funder reports by providing all necessary data and narrative information to the Fundraising Team in a timely manner.
<ul style="list-style-type: none"> • Christmas Support Schemes: each year we support the most vulnerable families across the Borough by co-ordinating donations of food and gifts and providing a series of free family events. 	<ul style="list-style-type: none"> • Co-ordinate all Christmas Support activities.
	<ul style="list-style-type: none"> • Co-ordinate staff and volunteers, ensuring all roles are filled effectively to provide food and gift campaigns, Santa's Sleigh, and Youth Zone Christmas Meal.
	<ul style="list-style-type: none"> • Lead a process of evaluation so that our offer can be improved year on year.

PERSON SPECIFICATION

Applicants will be expected to demonstrate the experience, skills, abilities and attributes as listed below:

SELECTION CRITERIA	REQUIREMENT
EXPERIENCE	
<ul style="list-style-type: none"> Experience of working with children, young people, and/or families to achieve positive outcomes 	Essential
<ul style="list-style-type: none"> Experience of designing and delivering engaging Family Support Programmes, or similar programmes of community benefit 	Essential
<ul style="list-style-type: none"> Experience of effectively dealing with safeguarding concerns and an understanding of current safeguarding policies 	Essential
<ul style="list-style-type: none"> Experience of engaging and working with people from diverse backgrounds, including vulnerable, disengaged, or hard to reach children, young people and/or families 	Essential
<ul style="list-style-type: none"> Experience of providing excellent line-management support to a diverse team within a professional setting 	Essential
<ul style="list-style-type: none"> Experience of developing partnerships with external agencies to promote best outcomes for children, young people, and/or families 	Desirable
<ul style="list-style-type: none"> Experience of effectively measuring the impact of projects, facilitating Monitoring & Evaluation, and completing reports in line with funder, contract, and manager requirements 	Desirable
SKILLS KNOWLEGDE AND ATTRIBUTES	
<ul style="list-style-type: none"> Understanding of Child Protection and Safeguarding, Health & Safety, Confidentiality, and Equal Opportunities procedures 	Essential
<ul style="list-style-type: none"> A commitment to inclusive practices and equality of opportunity for all 	Essential
<ul style="list-style-type: none"> Excellent planning and organisational skills 	Essential
<ul style="list-style-type: none"> Ability to prioritise tasks, manage own time, and manage multiple priorities 	Essential
<ul style="list-style-type: none"> High level of IT competence and effective database management 	Essential
<ul style="list-style-type: none"> Ability to build rapport, negotiate, and collaborate with a range of colleagues and professionals 	Essential
<ul style="list-style-type: none"> Ability to work to set deadlines to meet project targets 	Essential
<ul style="list-style-type: none"> Ability to commute to a range of locations throughout Warrington 	Essential
PERSONAL QUALITIES	
<ul style="list-style-type: none"> Highly motivated to improve the lives children, young people, and families 	Essential
<ul style="list-style-type: none"> Excellent communication skills 	Essential
<ul style="list-style-type: none"> High degree of emotional intelligence and interpersonal skills 	Essential
<ul style="list-style-type: none"> Ability to work with varying degrees of support, ranging from working autonomously and under own initiative, to working collaboratively, to receiving substantial direction and critique 	Essential
<ul style="list-style-type: none"> Ability to work at pace, but calmly under pressure 	Essential
<ul style="list-style-type: none"> Willingness to understand and fully embrace WYZ's Values and Strategy, and contribute positively to the workplace 	Essential
<ul style="list-style-type: none"> Willingness to work flexibly to support the needs of the organisation, children, young people, and families, and in order to meet deadlines 	Essential