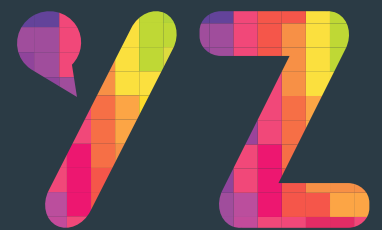




# ROLE PROFILE

## YOUTH WORK MANAGER

WARRINGTON



An **OnSide** Youth Zone



# ROLE PROFILE

## POST:

Youth Work Manager (Universal & Open Access)

## SALARY:

£30,000 to £35,000 (dependent upon experience)

## LOCATION:

Warrington (The Base, Dallam Lane)

## REPORTING TO:

Chief Executive

## CONTRACT:

Permanent: full-time, 40 hours per week

## BENEFITS:

3% matched contribution pension; 33 days holiday inclusive of Bank Holidays.



## ABOUT ONSIDE

It's about opportunity.

Potential is everywhere. 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 don't.

It's about opportunity.

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

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

These are brand new, purpose-built spaces fizzing with energy, and crammed with incredible facilities. They are staffed by skilled and dedicated youth workers who truly 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's inspiring. It's empowering. And it works.

We know it works because we've been doing it for over a decade and we're in this for the long term. Every new Youth Zone is built on the know-how of the last. Every success story writes the first chapter of the next. And we're just getting started.

This is passionate, properly funded youth provision, with no ifs or buts. A unique partnership between young people and their community, local authorities and private business leadership, and a growing movement of supporters who believe that how we treat the next generation defines who we are as a society.

Because when we really invest in young people, we all benefit - from who they are now, everything they might become and achieve, and everyone they might touch and inspire.

All they need is the chance to shine - an environment where they can be their best selves - and you just watch them go.

It's about opportunity.

## WARRINGTON YOUTH ZONE

Opening in Spring 2022 Warrington Youth Zone will become the new home and evolution of Warrington Youth Club (WYC). WYC was formed in 1930 by a group of parents who were concerned that their children were getting into trouble after school. Over the following five years the group developed into Warrington Boys Club. Warrington Youth Club today is a well-established charity which delivers an open



access Youth Club four nights a week at The Peace Centre, a satellite gym 7 days a week in Warrington Town Centre as well as a wide range of successful targeted projects including mentoring, employability, and National Citizenship Service (NCS).

In 2008, the Board of WYC, recognising the need for WYC to modernise and evolve and find more permanent locations for its services (currently spread over multiple locations), began.

working closely with OnSide and Warrington Borough Council to explore the potential for a new Youth Zone, a central facility within Warrington which will allow the youth offer to be extended to 7 days each week and attract young people from across Warrington. Whilst providing a base for the many successful and changing targeted projects Warrington Youth Club deliver to local young people. Warrington Youth Club/Zone is part of the OnSide Network.

Warrington has a population of 210,000 people, 32,000 of whom fall within the target age for a Youth Zone (7 - 19 or up to 25 for those with a disability or vulnerability). There is currently no universal youth provision for young people in Warrington available 365 days a year and Warrington Youth Club is the largest children and young people's organisation in the town with over 4000 members.

Warrington Youth Club has a long history in helping young people in this area and is well networked into the Voluntary, Statutory, Faith and Private sectors across the Borough. The multi-agency links that Warrington Youth Club has developed will ensure that the new Youth Zone is accessible to a broad range of groups who support children and young people across Warrington.

Warrington Youth Zone will be dedicated to young people and makes a bold statement about the importance of giving young people high quality places to go in their leisure time. Open 7 days a week including school holidays, the Youth Zone's purpose is to help young people grow to be happy, healthy and successful adults.

The state-of-the-art £7.05 million building will provide young people with facilities that are second to none delivering over 20 sporting, artistic, cultural and general recreational activities each session. Offering young people, the opportunity to try new things, meet new friends and gain support from friendly, warm and positive staff and volunteers. With every workout or kickabout, every mock interview or muck around with mates, young people develop the resilience to face challenges and the skills to solve problems. They find confidence to aim high and the determination to become who they want

to be. They build positive relationships based on being given the space to talk, an understanding of their own self-worth, and a sense of belonging to something bigger.

That is why Warrington Youth Zone won't just be a place to go - but a place to grow.

That is the power of exceptional youth work.

See more at <https://warringtonyouthzone.org/about-us/>

## THE ROLE

The Youth Work Manager is an exciting and challenging senior management role which will provide leadership & management to a team of Youth Workers while also taking operational responsibility for the 7 day a week universal youth work offer. High standards, creativity and ambition for young people are a must as is a can-do attitude and willingness to get hands on and involved in the delivery.

They will hold overall responsibility for developing and delivering a new vibrant, open-access Youth Zone for the young people of Warrington, working with up to 250 young people per session. They will lead on the creation of this new offer and the recruitment and development of the delivery team.

They will be accountable for the effective development and delivery of all core provision including junior, senior and holiday clubs.

## WHAT SUCCESS WILL LOOK LIKE

The successful candidate, in the first 12 months, will have:

- Supported the Youth Zone to achieve 1500 visits by young people a week, inspired by the continually changing & vibrant programme on offer
- Transitioned from 11 hours a week of open access a week in hired space to 43 hours a week in the new Youth Zone.
- Grown, recruited, developed, and led the delivery team, as individuals and as part of the team, to perform at an exceptional standard, providing a supportive, safe, inclusive and ambitious environment.
- Have developed strong local partnerships which result in direct benefit to the borough's young people.
- Introduced the OnSide evaluation framework, enabling the team to use the tool to enhance the quality of the support given to help young people's progression.

## KEY RESPONSIBILITIES

- To recruit a high quality, motivated team of staff and volunteers
- With the Youth Zone delivery team, deliver a 7 day a week, inclusive offer to young people, within a culture of continuous improvement
- To assist the delivery managers to programme and structure safe and engaging session to young people
- To develop and motivate the delivery team to provide an exceptional offer for young people, and be a role model for both the team and young people, presenting a positive 'can do' attitude
- To work within the performance framework of the Youth Zone and OnSide
- To comply with all policies and procedures, with reference to safeguarding, code of conduct, health and safety, and equality and diversity, to ensure all activities are safe and accessible
- To ensure the facilities remain at a high standard through the effective communication of issues to the support team, and ensure the building is fit for purpose
- To represent the Youth Zone positively and effectively
- Develop relationships and partnerships within the borough, exploring areas for joint working where appropriate
- To ensure that young people and their ideas contribute fully to the planning and delivery of all activities in the Youth Zone
- To ensure programme participation targets are consistently met, for example attendance targets and outcomes targets for funded projects
- To manage budgets as required
- To demonstrate a commitment to the process of feedback and review of the Youth Zone's delivery, and develop systems and procedures to measure performance to demonstrate the impact of the Youth Zone, and ensure continuous improvement of delivery
- As part of the senior management team, to deliver a focused, measurable contribution to the Youth Zone's overall strategic plan
- To manage and develop teams of staff, including part time youth workers and volunteers, supporting and coaching them to achieve their full potential
- To network at a senior level with key partners, stakeholders and supporters, in order to maintain relationships at the highest level to secure significant support
- To be alert to issues of safeguarding and child protection, ensuring the welfare and safety of all children and young people who access the Youth Zone. To act as one of the Designated Safeguarding Leads and ensure all issues of Child Protection and safeguarding are managed professionally and in line with the WYZ policies and procedures.
- To assist with any promotional activities and visits that take place at the Youth Zone, positively contributing towards increasing Youth Zone membership
- To carry out any other reasonable duties as requested by the Chief Executive

## PERSON SPECIFICATION

Applicants will be expected to demonstrate the experience, skills, abilities and attributes listed.

SELECTION CRITERIA	REQUIREMENT
<b>EXPERIENCE</b>	
Substantial experience of youth work, including in open access environments with young people aged 7-19 (up to 25 with additional needs/disability)	Essential
Substantial experience of leading and managing youth work activities	Essential
Significant experience of managing staff and volunteers, leading a team to achieve targets and key performance indicators (for example membership & attendance)	Essential
A track record of successful project or programme management	Essential
Experience of managing budgets	Essential
Experience managing conflict between young people and establish clear behaviour standards	Essential
Track record of developing opportunities for young people to participate in decision making processes	Essential
Experience carrying out basic HR process in relations to line management (attendance & performance)	Desirable
Experience of using quality assurance systems and processes	Desirable
Experience managing outreach and detached youth work	Desirable
A track record of working with external funders	Desirable
<b>SKILLS, KNOWLEDGE AND ATTRIBUTES</b>	
Knowledge of current policies and practices in youth work	Essential
Knowledge and awareness of issues affecting young people, including safeguarding	Essential
Excellent communication skills, both verbal and written, relationship building, negotiation and interpersonal skills	Essential
Ability to relate both the local community, parents and young people from all backgrounds	Essential
Ambitious and self-motivated	Essential
Strong organisational skills, with structured approach, ability to be flexible and responsive with a focus on results and meeting deadlines	Essential
Demonstrate a commitment to the vision, mission and values of Warrington Youth Zone and OnSide	Essential
A willingness to work evening and weekends when required	Essential
Excellent IT skills, especially Microsoft packages	Essential
Ability to be non-judgemental, open-minded and commitment to fairness, equality and respect	Essential
Knowledge of the youth and voluntary sector in Warrington	Desirable
<b>QUALIFICATIONS</b>	
Educated to degree level in a relevant subject or equivalent experience	Essential
GCSE or equivalent literacy and numeracy	Essential
A professional Youth Work qualification	Desirable
Evidence of ongoing professional development (for example Safeguarding, health & Safety, Management)	Essential

## GENERAL INFORMATION

The normal hours of work are 40 per week, or those necessary to fulfil the requirements of the position. There will be a requirement to work outside the normal 9 to 5, Monday to Friday, working week, including frequent evenings and weekends. This will mean working flexibly across the week, to suit the needs of both the role and the individual.

## APPLICATION PROCESS

To apply, please complete the application from and return to [hr@onsideyouthzones.org](mailto:hr@onsideyouthzones.org) or apply via the website at [Work with OnSide - OnSide Youth Zones](#). In addition, please let us know of any reasonable adjustments we can make to assist you in your application or the selection process.

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

For information regarding how OnSide processes your data, go to [OnSide Youth Zones Job Applicant Privacy Notice - OnSide Youth Zones](#)



## CLOSING DATE FOR APPLICATIONS:

9am, Friday 9<sup>th</sup> July 2021

9am, Thursday 15<sup>th</sup> July 2021- Shortlisted candidates will be asked to submit a video.

## INTERVIEW OVERVIEW:

1. Thursday 22<sup>nd</sup> July 2021- Evening start (includes tour of Youth Zone and values-based interview with young people panel)
2. Monday 26<sup>th</sup> July 2021- Panel interview & assessment



The strength of OnSide comes from the diversity of the people within our vibrant network. We are proud that our Youth Zone teams reflect the communities they serve, and we value people working together from a range of different backgrounds, locally and nationally, and with different experiences, all with a shared passion for boosting the aspirations of young people across the country. Diversity brings innovation, fresh ideas and creativity, and we actively strive to create a culture that is truly inclusive and fair for all and where everyone in the team can be themselves and thrive.

# ONLINE YOUTH ZONES

## NETWORK VALUES

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### YOUNG PEOPLE FIRST

Young people are at the heart of everything we do, inspiring and challenging us to deliver services that exceed their needs and challenge them to be the best they can be.

### EXCELLENCE

We encourage ourselves and each other to be the best we can be through continuous learning and improvement, and a focus on finding solutions.



### RESPECT

We act with honesty and integrity, celebrating diversity across the whole organisation and caring about each other, our young people and the Youth Zone environment.



### AMBITIOUS

We are passionate and driven in taking on new challenges, embracing new ideas, and exceeding our ambitions for young people, the Youth Zones and our

### COLLABORATIVE

We will create and nurture strong, creative partnerships, working together to achieve better results and outcomes for young people.







# PROVEN IMPACT



**50K**

MEMBERS ACROSS  
THE ONSIDE NETWORK



MEMBERS MAKE OVER

**650K**

VISITS EVERY YEAR



**£187M**

INVESTED IN YOUNG PEOPLE  
THROUGH OUR NETWORK

**GIVE YOUNG PEOPLE** A SAFE EXCITING PLACE TO GO TO HAVE FUN,  
BUILD THEIR SOCIAL NETWORKS AND SUPPORT THEIR PERSONAL DEVELOPMENT



**77%**

OF MEMBERS ARE MORE  
SELF-CONFIDENT



**82%**

OF FREQUENT ATTENDERS  
HAVE MORE FRIENDS

**HELP YOUNG PEOPLE** LEAD HEALTHIER, HAPPIER LIVES



**1 IN 10**

OF YOUNG PEOPLE  
HAVE A DISABILITY OR  
ADDITIONAL NEED



**70%**

OF MEMBERS  
BELIEVE THAT THEY  
ARE HEALTHIER



**75%**

FEEL BETTER  
IN THEMSELVES



**64%**

OF PARENTS THOUGHT  
THEIR CHILDREN HAD  
BETTER MENTAL HEALTH

