



## **Casual Youth Advisor**

**Salary: £14.18 per hour**

**Staff need to be flexible in terms of their availability as well as working from different sites**

Portsmouth City Council is committed to safeguarding and promoting the welfare of children, and young people, and expects all staff and volunteers to share this commitment. It is also committed to promoting quality childcare across the City that works to improve outcomes for children.

DBS Disclosure at Enhanced level will be required prior to any offer of employment and this post is exempt from the Rehabilitation of Offenders Act 1974.

Every post is subject to PCC and Portsmouth Safeguarding Children's Board safer recruitment procedures.

## **The Service**

The youth service is a fun and inviting to work within, we boost 4 youth clubs and three Youth provisions across the city, the aim is to improve outcomes for young people aged 11yrs- 19yrs and up to 25yrs for young people with SEND .

All our projects and provisions offer exciting, inspiring workshops where children and young people learn whilst having fun, in a safe environment with a skilled workforce of youth workers and volunteers. Our clubs are open access to all young people, their participation is voluntary.

Our young people with varying needs and vulnerabilities seek support and guidance through their teenage years and early adulthood, and with this in mind we offer, Information, Advice, Guidance, and a range of activities such as substance misuse, youth offending, teenage pregnancy and homelessness. Our Service works closely and in collaboration with partner agencies such as education, social care and police, this list is not exhausted

As a service we take pride in our work by valuing others, focusing on what's important, individual children and young people, so that we make a real and positive difference. Our values are outlined in our Ways of Working and our Guiding Principles and if they reflect how you are and you want to be part of our exciting team, then this could be the role for you.

## **What is the role?**

This is a casual position working as and when required supporting young people aged between 11yrs -19 years and up to 25 for SEND. You will be an additional member of staff to support an experienced staff team at special events or in a youth club setting to encourage young people's participation. You will Build relationships with these young people, by being a good listener, listening to what the young people want from the activities as well as listening to their issues and sign posting them on to other services as and when required. You will be expected to support the work under the direction of the centre Manager. Activities could include day trips out, sport, dance, art, discussions, and cooking with young people to name but a few.

## **Who is the person?**

You need to:

1. Be enthusiastic and be able to make and maintain effective relationships with young people.
2. Be friendly and approachable with a sense of humour and lots of patience.
3. Be able to work within a team, as there will be lots of interaction with volunteers and other staffs as this is very much a hands-on job.
4. An understanding of anti-discriminatory practice is essential, and the empowerment of young people is essential.
5. Be open-minded but recognise and challenge inappropriateness in a young person's behaviour or language.
6. Be flexible in your hours of work as you will need availability to work in the evenings and occasional weekends as well as working from different sites.

**When completing the application form, please thoroughly tailor your application to the 'Who is the Person' points with the use of examples from your experience. This is really important or you are likely not to be shortlisted.**

## **General Data Protection Regulation (GDPR)**

As part of any recruitment process, Portsmouth City Council collects and processes personal data relating to job applicants. Portsmouth City Council is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations under the General Data Protection Regulations (GDPR).

Completing and sending an application in for a vacancy is your consent for us to process your data for the purpose of recruitment. Your data is not used in any other way and you

can withdraw your consent at any point in the recruitment process and we will destroy or delete your information.

For more detailed information on what we collect, how we use, store, delete data and your rights you can access a privacy statement on our Job board.

This role is eligible for a DBS check and the DBS have published a privacy notice to ensure individuals are fully informed of the use of their personal data; their rights and that Portsmouth City Council are meeting the necessary requirements when submitting DBS checks. It is important that you read and understand this privacy policy before any application is submitted to the DBS.

Visit <https://www.gov.uk/government/publications/consent-privacy-policy>

Please include the below statement in your application. It is important you know your rights.

I have read the Standards/Enhanced Check Privacy Policy for applicants and I understand how the DBS will process my personal data and the options available to me when submitting an application Signed.....Dated.....

You will need to demonstrate that you have the Right to Work in the UK. No post will be offered without it.