

Job Description

POST:	Community Project Worker (with responsibility for NEET and employability support)
RESPONSIBLE TO:	Hub leader (Oldham),
GRADE/SALARY:	Grade E
LOCATION:	Oasis Academy Oldham, Limeside, Clarksfield and Leesbrook and other locations in the Oldham Hub.
WORKING PATTERN:	Will require evening and summer work with occasional weekends and antisocial hours.
JOB PURPOSE:	<p>To expand the community development offer within Oasis Hub Oldham, with a specific focus on employability skills and supporting young people at risk of NEET. This will be achieved through delivering activities for the community and building partnerships with other local groups.</p> <p>To develop funding and volunteer capacity which can support the Hub and develop community movement. To engage and work with hard to reach families supporting them to access Hub services and activities to develop their skills, knowledge and aspirations. To work with families to improve outcomes and help break the cycle of disadvantage.</p>

Specific Hub Duties

- To build positive and supportive working partnerships with the local community to deliver Oasis projects that address the wider socio-economic barriers that children and young people experience. To include:
 - Employability projects
 - Youth NEET prevention
 - Enabling youth and community voice
 - Advice and guidance
 - Debt advice (full training provided)
 - Family and volunteer support
 - Holiday provision
- Agree local community development priorities and activities with the local Hub Leadership, supporting hub priorities and addressing the needs of the local neighbourhood.
- Generate income through fundraising for community engagement work.
- Support Hub around parental and community engagement including 1 to 1 support and advice and support services.
- Provide line management to project workers.

- Utilise the Oasis data collection systems to effectively monitor and evaluate the community work and share best practice.
- Be a tangible portrayal of the Oasis ethos – modelling, teaching and representing our Oasis ethos values of inclusion, equality, relationships, hope and perseverance.
- Engage hard to reach families and support them to access Hub services and activities.
- Provide additional pastoral support to families with complex needs.
- Using the outcome STAR framework work with community members/parents, identify needs and aspirations with a focus on parenting, family learning, health/wellbeing, participation and personal development.
- Create opportunities for community members and families to get involved in shaping and delivering the work of the community projects.
- Deliver support and advocacy sessions for the whole hub community.
- Promote attendance at hub events

Safeguarding Children, Young People and Vulnerable Adults

Oasis Community Hub Oldham is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS check.

The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment.

The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.

Signed:

Employee:		Line Manager:	
Print Name		Print Name	
Date		Date	

Person Specification

Community Project Worker (with responsibility for NEET and employability support)

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> A relevant qualification in Youth or Community Work (Level 3 or above) or appropriate experience 	
Experience, Skills and knowledge	<ul style="list-style-type: none"> Successful experience of working with parents / carers (voluntary or paid work) Experience working with young people Experience of supporting people into employment/or similar experience Proven experience of community development Experience of project management Experience working with challenging behaviours and attitudes Knowledge of safeguarding practices and health and safety Experience of recruiting and managing volunteers Previous experience implementing community projects Previous experience of developing and implementing community programmes Excellent oral/written communication skills Able to function in diverse settings and with a wide range of professional agencies and staff e.g. LA, school staff, community groups 	<ul style="list-style-type: none"> Experience working with complex parents and complex families. Experience of working with young people at risk of NEET Counselling skills/experience Experience of managing budgets. Experience of generating income through writing funding bids and fundraising Experience of delivering advice and guidance services Experience of proving financial advice

	<ul style="list-style-type: none"> • Proven team player • Presentation skills • Flexible approach to changes in circumstance and able to work unsocial hours • Able to take initiative and work under pressure • Good organisational and administrative skills • IT literate, use of MS Office 	
<p>Personal Qualities</p>	<ul style="list-style-type: none"> • Self-motivated, able to work alone and as part of a team • Reliable • Commitment to safeguarding and promoting the welfare of children, young people and vulnerable adults • Willingness to undergo appropriate checks, including enhanced DBS checks • Motivation to work with adults, children and young people • Ability to form and maintain appropriate relationships and personal boundaries with children and young people • Emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline • Have a willingness to demonstrate commitment to the values and behaviours which flow from the Oasis ethos. 	