



JOB DESCRIPTION	
TITLE:	Youth Project Worker – Young Adult Carers
WORKING HOURS:	21 hours per week. Due to the specified client group availability – some evening and weekend work will be required.
CONTRACT:	18-month fixed term. Extension subject to continued funding
SALARY:	£22,000 - £24,000 per annum pro rata. Subject to experience
RESPONSIBLE TO:	Carers Services Manager
WORKBASE:	Flexible: Outreach & community locations, main office and home
<p>Southend Carers is a small local charity and our mission is to make life easier and fairer for All Carers living in Southend-on-Sea, by providing information, advice & guidance, and supporting their access to essential practical, emotional and financial support services.</p> <p>We are looking for a dynamic, confident and motivated individual, wanting to transform the lives of Young Adult Carers (16-25 years old) by helping them make positive choices, fulfil their potential, identify life goals, build life skills and ultimately thrive.</p>	
MAIN PURPOSE	
<p>This exciting role will empower, support and transform the lives of Young Adult Carers, who may be struggling with socioeconomic disadvantages. Through positive early interventions, it will create meaningful change - improving Young Adult Carers social & health wellbeing, self-esteem and confidence, and supporting them to access educational, employment, learning and wellbeing opportunities.</p>	
MAIN TASKS	
<p><u>Development, delivery & implementation of Young Adult Carers services</u></p> <ul style="list-style-type: none"> • Create awareness of Young Adult Carers within the health, educational, social care, business and community sectors, to improve community identification, recognition & inclusion, support positive health and wellbeing outcomes & their personal development. 	

- Provide information, advice, guidance and practical support; to help develop confidence; support education, training & development of employment skills; enabling self-empowerment and self-advocacy.
- Plan and facilitate weekly & monthly one to one, group support and workshop activities offering positive socialisation, life skills, wellbeing support, & life skill developmental, as well as cultural and issue-based sessions that provide an opportunity to explore their world view. This will include evening & weekend events.
- Support Young Adult Carers, on an individual and group basis, to self-identify any needs during transition periods into early adulthood and beyond – helping to engage with support and achieve positive outcomes.
- Develop a forum platform that provides young adult carers with opportunities to constructively voice their needs, concerns, hopes and issues, raising awareness of their support needs and influence decision makers.
- Ensure the programme is user-led through regular consultation & evaluation with young adult carers and those who support them.

Promotion & Networking

- Promote the Young Adult Carers support service & project, publicise and raise awareness of the needs of Young Adult Carers with relevant organisations, general public, agencies and local media. This will include national awareness & action days, freshers university, college events, and community outreach events.
- Arrange, facilitate and attend networking/community events to raise awareness, identify, enable and empower Young Adult Carers participation in all aspects of influencing support services provided by Southend Carers, health, educational, social care, community and business sectors.
- To build on existing - and develop new - partnerships that support transition and offer routes to positive wellbeing, employment, further/higher education, apprenticeships or training. Working with Southend Carers Young Carers and Adult Carers support projects to promote and facilitate a supported transition when required
- Maintain existing relationships with further education providers, youth services, third sector organisations, local employers and apprenticeship schemes, and develop new strategic relationships that provide additional progression opportunities for project participants.
- Development of user forum, which promotes the needs and rights of Young Adult Carers, liaising with a range of agencies including schools and health and

social care providers, facilitating opportunities for young adult carers and their families to influence services and have their voice heard with decision makers.

- Build a rapport with Young Adult Carers and maintain contact using their preferred communication method (including face to face, text, telephone, e-mail, WhatsApp, LinkedIn, Zoom/MS Teams, Facebook, Instagram)
- Attend and facilitate Young Adult Carers activities programme including day trips and residential events when necessary (i.e. Young Carers festival)

Outcomes and impact measurement

- Undertake data collection, monitoring of the project including preparation of case studies/lived experiences, evaluation reports and statistical information on the outputs and activities of the project, to measure impact of support to Young Adult Carers, as well as assist Governance, Management and Funding requirements.
- Maintain accurate, timely and detailed case records of all support work undertaken on Southend Carers CRM database and/or other reporting systems as required

Support requirements

- To provide support and guidance to sessional workers and volunteers that support the projects activities

Personal Development

- Participate in probation, regular supervision, appraisals, team meetings, organisational workshops and training, that support personal development
- Undertake internal, peer and self-training to ensure up to date knowledge on role requirements, key carer specific legislation, opportunities for carers and local community services
- To contribute to the overall & future development of Southend Carers.
- To undertake any other appropriate duties commensurate with this post.

Southend Carers conducts an anonymised recruitment process and is committed to eliminating discrimination and encouraging diversity amongst its workforce. We welcome applications from everyone regardless of age, sexual orientation, gender, ethnic background, faith or disability. What interests us most is you and your values, skills, experience and aptitude for your work.

PERSON SPECIFICATION	
Youth Project Worker – Young Adult Carers	
Experience, Qualifications & Education	
Essential	<ul style="list-style-type: none"> • Minimum 2 years' experience of working with vulnerable young people, as individuals and in groups, working towards and achieving positive outcomes in a way which assesses need, addresses issues, and is imaginatively empowering to young people.
Desirable	<ul style="list-style-type: none"> • A relevant professional qualification in social work, youth work, community education, childcare or other relevant qualification. • Knowledge of community, health/social care support or experience in a similar post with transferable skills. • Coaching or mentoring qualification & experience
Skills & Ability	
Essential	<ul style="list-style-type: none"> • Good interpersonal skills with the ability to communicate effectively with a diverse range of people and within the community • Ability to demonstrate initiative, to develop and implement new ideas • Excellent problem-solving skills and ability to find solutions for improving outcomes and enhancing engagement activities. • Confidence to develop networks, community connections and relationships • Planning and reporting on activities & tasks within agreed timescales and budget • Good presentation and communication skills. • Confidence, enthusiasm and creativity to develop ideas & innovations, and ability to carry them forward. • Strong personal motivation, leadership skills and ability to motivate others. • Flexibility and willingness to adapt to change. • Fully competent and comfortable with the use of Microsoft Office software (Word, Excel, PowerPoint, Outlook, Teams). Knowledge of smartphone communication apps such as Facebook, Instagram, Tik-Tok & Whatsapp.
Desirable	<ul style="list-style-type: none"> • Knowledge of the impact of a caring role and the ability to agree appropriate support plans and outcomes • Understanding of public protection, safeguarding, equality & diversity, data protection, information sharing and health and safety legislation etc. relevant to the work.

Personal Attributes	
Essential	<ul style="list-style-type: none"> • Commitment to the values of the organisation and provision of high quality services. • Ability to prioritise, work under pressure and manage time effectively to meet project requirements and targets • Ability to bring about change • Appreciation and sensitive non-biased acknowledgment of the experiences, needs and issues faced by vulnerable persons. • Responsible and professional manner.
Desirable	<ul style="list-style-type: none"> • Current driving licence and access to a car for business use.

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