

CHAT Trust: The BASE Youth Project **Music and Arts Youth Support Worker** **Job Description**

Starting Salary: £18000

Hours per Week: 37 flexible working hours (or job share)

Responsible to: The Trustees' Representative

Responsible for: Volunteers, Sessional Workers and Young People while accessing
CHAT Trust: The BASE Youth Project.

1. Job Purpose:

To deliver and develop through engagement with the young people the Trust's arts multi-media programmes. These are designed to encourage young people aged 13 -21 to realise their potential.

2. Anticipated Outcomes of Post

Enable the young people to build and achieve their personal aspirations in a safe and purposeful environment.

3. Key Duties:

- To establish contact and engage with young people working with them towards addressing their challenges at both an individual and group level within the Trust's programmes.
- To assist and involve young people to participate in the development, planning, delivery and monitoring of the Trust's music and arts provision.
- To act as an advocate for young people who attend the sessions signposting them to mainstream training, education, volunteering and employment.
- To participate in appropriate meetings relevant to the *CHAT Trust and attend any relevant training.*
- To assist as requested in developing and strengthening partnership links with other young people's services and relevant voluntary or community organisations.
- To keep comprehensive records relating to young people appropriate to Data Protection and storage.

Health and Safety Responsibilities

Employees

All employees will ensure that they:

- take care of their own safety and that of others and comply with health and safety procedures
- do not neglect, misuse, damage anything provided in the interest of health and safety

- report any hazard, accident, damage or defect in order that remedial action may be undertaken
- undergo any training or instruction to enable competent and safe working practices

Ethos

The post-holder is expected to familiarise themselves with and adhere to and maintain up to date knowledge of all relevant CHAT Trust Policies and Procedures.

Other Duties

Undertake additional duties as required, commensurate with the level of the post.

Additional Information:

- a) All work carried out by the employee as part of this contract belongs to Churches Acting Together in Arthur's Hill
- b) The post is based at the CHAT Trust, 250 Philip Street, Arthur's Hill, NE4 5BH.
- c) An enhanced DBS check and references will be required

Closing date for applications: Friday 16th May 2014