

Job title: Youth & Community Engagement Lead

Contract: 6-month contract with review to extend

Location: Office based and remote

Hours: 24 hours per week

Salary: £35,000 PA (Pro rata)

Reports to: Head of Development

About Us

At YUAF we're passionate about helping young people go places. It's our thing.

We are a small core team of creative, dynamic and talented individuals who are shaking up the industry by creating opportunities for disadvantaged young people to learn music performance and production skills, whilst addressing issues such as mental health and wellbeing. We're committed to creating safe and engaging spaces for young people, away from the streets, where they can break free from the fears and barriers they face and develop into creatives of the future.

Our activities bring innovative and creative workshops right to the doorstep of some of the most deprived communities in London via our Outreach Media Bus, bus converted into a fully equipped, multi-media studio, and via our outreach services in schools, youth clubs and community centres across London.

We love what we do and need the right people to help us fulfil our vision, people who are full of ideas, not afraid to stand out from the pack and have an extra spring in their step.

Job Description

Role purpose:

Develop and strengthen community partnerships that align to our strategic objectives and ensure YUAF maintains a standard of both high quality programs and the safety of young people to include:

- Create capacity for the organisation in developing partnerships and commissioned work for YUAF Outreach Programs
- Mapping of target area and develop direct links to social care teams, police, local safeguarding boards, community services, leaders and voluntary sector support networks and local funding opportunities.
- Act as a highly qualified and experienced safeguarding lead
- Leading staff development in youth-safety matters
- Ensure outreach services are hitting areas of most need/where there are gaps
- Lead to ensure the high quality of our youth work practices, risk mitigation, retaining asset-based approach, safety and high-quality evaluation

Key accountabilities:

You will be joining the senior management team and will be responsible for:

- **Operational & Programme Management**
 - Mapping projects, conducting risk analyses and responding to any issues that arise
 - Conduct Risk Analyses and act as the point person for risks prevention and management
 - Lead in the development of a Bus Usage Strategy
- **Community Partnership Development & Locality Mapping**
 - Seek new partnerships where and when required, and support in securing commissioned contracts and discovering new opportunities for fundraising.
 - Contribute to YUAF's overall partnership strategy by creating a template that maps service delivery areas across London's boroughs to understand which communities are underserved and how to deploy resources for maximum impact
 - Create a cross-borough map of services and Local Authority partnerships, including those related to safeguarding and mental health, to guide decision-making
- **Administrative Support**
 - Ensure adherence to legal rules and guidelines
 - Adhere to GDPR & safeguarding requirements
 - Support CEO and Fundraising & Partnerships Manager, where required
 - Assist in promotional and fundraising events
 - Support team members on daily tasks, troubleshooting as and when required
 - Any other task as requested by the CEO

Person Specification:

| Criteria |
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| <p><u>Knowledge</u></p> <ul style="list-style-type: none">● Knowledge of, and interest in, current developments in legislation, policy and trends relating to supporting young people.● Knowledge and in-depth understanding of child safeguarding procedures.● Knowledge and understanding of data protection legislation and its application to the work of YUAF.● Knowledge and understanding of current youth related issues and upcoming trends.● Knowledge and understanding of Health and Safety in relation to employees and others, and evidence of implementing changes to improve outcomes.● Knowledge and experience of using management information systems. |
| <p><u>Qualifications and Experience</u></p> <ul style="list-style-type: none">● Minimum Level 3 Safeguarding Certified (preferred 10 years minimum in Youth Work)● Good level of Education, although experience in the relevant areas of this role are more important.● Experience of assessing risk to safeguard people to achieve positive outcomes.● Experience of managing a number of multi-function teams.● Experience of the development and improvement of services in the area of high risk young people● Ability to undertake research and preparation of papers and reports to a high standard in respect of committee reports and reports to other forums.● Experience of procurement and managing the technical aspects of a service.● Experience of developing and implementing work plans and strategic plans to improve delivery outcomes and maximise impact.● Experience of development and preparation of funding applications. ● Excellent organisational skills and the ability to prioritise own and others workload.● Excellent people management skills.● Good communication and presentation skills to report clearly and consistently to staff and external contacts in written and oral form.● The ability to assure good quality of services.● Experience of promoting equality and of managing and developing a diverse team.● Continuing professional development. |

Additional Requirements

- Willing to undertake an enhanced DBS clearance
- Willing to participate in mandatory training alongside own personal development
- Commitment to YUAF's Values, Aims and overall Vision