



The Benjamin Foundation

Community Lead - Job description

Job title:	Youth Ambassador
Employer:	The Benjamin Foundation
Location:	West Norfolk and Breckland area.
Contract:	Part-time, fixed term until 31 st October 2024
Salary:	£11 per hour 8 hours per month
Hours of work:	Working hours to include evenings, Saturdays and school holiday working. Hours paid for training days in person (various venues including London) and face to face contact with young people at youth provision in West Norfolk and / or Breckland area.
Department:	Children and Young Person's Services
Reporting to:	Operations Manager for Youth Work Services

Job purpose

We are thrilled to be looking for 15 Youth Ambassadors for this new exiting project 'Routes to Community Success'.

The successful candidates will work with young people in the area to identify needs and gaps in youth provision and young people services. These roles will focus on engagement and participation with young people in the area, to inform the design and development of any future youth service provision within the West Norfolk and Breckland area. Please state your preferred area to work when you apply. The role will see each ambassador attending various youth groups in the area and consulting with the young people who are attending. In addition there will be a commitment required for the Youth Ambassadors to attend training offered to support them in their work with the young people.

- Be part of an exciting new team of 15 Youth Ambassadors who will work with at least 225 young people to identify needs and gaps in youth provision and young people services.
- Work with local youth services and young people service providers to review their current services, identify gaps and to create a plan to develop youth work opportunities to fill the identified gaps.
- Attend national events and complete NYA training to enhance your skills and knowledge, supporting you on your own journeys to adulthood.
- Work with the Community Lead and other Youth Ambassadors to ensure all targets are met in a timely manner.



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Main duties

Service Delivery

- To ensure that the voice of young people is inherent in the everyday and strategic development of the services.
- To support the Community Lead to provide evidence against agreed outcomes as required.
- Work within confidentiality and professional boundaries at all times.
- To visit existing youth work provision across West Norfolk and Breckland, following a plan to consult with young people and youth workers about existing provision and identify gaps
- To meet with Strategic Leads and Elected Members and capture their views on existing provision and gaps in youth work across West Norfolk and Breckland.

Internal Processes and Systems

- Ensuring all policies, regulations and standards of operation are complied with
- To ensure high standards of health and safety are maintained and appropriate risk assessments are adhered to and kept up to date.
- Support the promotion, publicity and raising the profile of the service.

General

- To attend and engage with relevant meetings both within and beyond The Benjamin Foundation
- To attend training sessions identified for this role, this will include days in London.
- To maintain key relationships to high standards at all times
- To undertake such other duties as may be delegated or assigned commensurate with the level of grading and role of the post

The Benjamin Foundation fully embeds the Nurtured Heart Approach in all that it does and staff will adopt this approach as part of their practice.

The Benjamin Foundation reserves the right to alter the content of this job description following consultation, to reflect changes to the job or services provided without altering the general character or level of responsibility.

This role requires the postholder to have a car available for work which is suitably insured. The postholder will receive an essential car users allowance.

This post is subject to a full and satisfactory DBS disclosure.

Name of Job Holder:

Signed Job Holder:

Date:

Name of Line Manager:

Signed Line Manager:

Date:



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Youth Ambassadors

Youth Ambassadors will be open to develop a number of qualities which will support them in this role.

This role will support you to:

- Effectively communicate and present ideas, views and opinions to others
- Interact with young people in an inspiring and engaging way
- Show and develop enthusiasm and commitment when supporting the young people who engage with this programme.
- Work as a team to solve problems and come up with new ideas
- Understand and promote equality, diversity and inclusion and how to embed these principles in the role of a Youth Ambassador.

Requirements for this role

- Be aged 16-24 years and live in West Norfolk or the Breckland area.
- A team player: Collaboration is at the heart of our work, so we are looking for someone who can thrive in a team-oriented environment. Your ability to listen, share ideas, and support your colleagues will be vital to achieving our goals.
- A good communicator: Good communication skills are important for this role, we will help you developing these skills but the ability to communicate with a wide range of people with required for engaging with young people and collaborating with team members.
- Experience or Interest in Youth Work: Prior experience in youth work or a genuine interest in working with young people will be preferred.

Join us on this exciting journey to empower young people through youth work.