



Job Description

Job Title	Senior Youth Worker	
Responsible to	Youth Programmes Manager	
Location	Ebony Horse Club, 51 Millbrook Road, London SW9 7JD	
Hours	Full time	
Salary	Competitive	
About Ebony Horse Club	Ebony Horse Club is a London based charity that works with riders from age eight to their early twenties. We help raise aspirations, education, life skills and well-being of local young people through horses, outdoor activities and youth work. Working with young people growing up in an area of disadvantage our riding and youth work team support over 400 young people a year.	
Purpose of Role	To directly support the Youth Programmes Manager to plan and deliver relevant, interactive and fun sessions. To provide support, guidance and training to young people (YP) aged 8 to 18 (up to 25 years with SEND) through a programme of planned and informal sessions to raise aspirations and build life skills. To work as part of the Youth Work team to help reach as many young people as possible and provide support to all those that attend the centre.	
Duties and Responsibilities	Working with Young People	<p>To work with YP to support them in every way during their time at the club:</p> <ul style="list-style-type: none"> • Coach and support individuals to facilitate personal, social and educational growth in YP, providing a safe and supportive environment. • Plan and deliver a range of both informal generic sessions and structured workshops and activities to support the club's key values and mission. • Support YP applying for further and higher education, apprenticeships or other opportunities by helping with application forms, grants and open days. • Support the Youth Programmes Manager to create and develop innovative programmes. • Manage YP's involvement in designing programmes and sessions ensuring their voice is heard. This will include the overseeing and facilitation of Ebony Horse Club's Youth Council. • Liaise with education providers and employers who may be able to provide opportunities for our YP. • Conduct outreach, recruitment and engagement with local YP to make contact, build relationships and to promote the activities of the club.

	<p>Community Links</p>	<ul style="list-style-type: none"> • Support families and YP to get the most out of our centre and facilities. • Build a network of referral and support organisations to complement our services and the needs of the YP we support, and refer where necessary. • Manage the process of referring members to external agencies the intake of referrals from other agencies to EHC. • Conduct 1:1s and family meetings where needed. • Create and maintain chronologies for key YP where needed.
	<p>Our Programmes</p>	<ul style="list-style-type: none"> • Establish and build close relationships with key stakeholders including other local community groups, and charities. Other partnerships will include funders, local schools and residents associations. • Raise the profile of the programme and activities at key community events and networking forums. • Work in partnership with professionals from other organisations that support YP such as social care, health, police and local authorities. • Work closely with Building Young Brixton youth workers to share best practise and learning across the consortium. • Support the Youth Programmes Manager in the design and delivery of youth work programmes to meet the needs of our young people. • Liaise with external partners on guest speaker workshops, sourcing trip opportunities and running delivery with partners. • Manage our young volunteering programme to maintain attendance and keep records of young people’s progress. • Gather impact data to support the reporting of outcomes of programmes and work with Youth Programmes and General Managers to collate impact reports. • Manage our Youth Council to encourage effective participation by YP in the decision making of the organisation. • Manage our work experience programme, arranging placements at EHC for external students and sourcing placement for our riders.
	<p>Our day to day activities</p>	<ul style="list-style-type: none"> • Meeting and greeting YP and parents/carers. • Assisting YP in fitting riding hats and boots and ensuring YP are prepared for their lessons. • Take payments and record attendance of YP. • Setting up equipment prior to session and packing down. • Taking part in team debriefs.

	<p>Health and Safety/ Safeguarding</p> <p>Other Tasks</p>	<ul style="list-style-type: none"> • Work with riding team and youth work team to identify YP who may need extra support or benefit from opportunities. • Ensure the space is welcoming, safe and a comfortable environment. • Organise trips, residential, summer programmes and other activities. • Accompany groups of members in off site visits and trips • Input data to Views (CRM Database) to record attendance and feedback for evaluation. • Keep paperwork such as monthly planners, attendances records, and workshop plans up to date, using our shared documents and online database accordingly. • Carry out essential responsibilities such as supporting on the yard and covering other aspects of Ebony Horse Club's tasks where necessary. <p>Maintain the highest levels of Safeguarding and Health and Safety at all times.</p> <ul style="list-style-type: none"> • Act as Safeguarding officer to support the Youth Programmes Manager and identify any safeguarding issues as they arise. • To follow all EHC Health and Safety requirements at all times. • To follow EHC Safeguarding policy at all times and following reporting lines where needed. • To ensure that accident report forms are completed in the event of an accident and appropriately filed. • Ensure cause for concern and chronologies are completed where a concern around a yp arises <p>To perform any other tasks as needed:</p> <ul style="list-style-type: none"> • To work flexibly where required. • To make sure that the charity's mission and vision are upheld at all times. • Work positively with volunteers identifying specialist skills and utilizing where appropriate.
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Person Specification

Essential Requirements

- Extensive experience in working with young people aged 8 – 19 years and supporting, delivering and evaluating high quality sessions and activities for young people.
- Strong commitment to young people and a thorough knowledge of the issues facing young people.
- Excellent partner engagement – capable of managing multiple priorities and working collaboratively with a cross sector partnership.
- Working knowledge and understanding of the core principles of youth work, including implementing strategies that encourage inclusion, and promote the empowerment and participation of young people.
- Ability to use ICT such as MS Office and Excel.
- Competent delivery and management of programmes for young people.
- Educated to NVQ Level 4 or above qualification in Youth or Community work (or equivalent) in similar field or substantial experience.
- A minimum of 2 years' experience of working directly with young people.
- Awareness of safeguarding; equal opportunities; health and safety and data protection practices.
- Excellent interpersonal and communication skills.
- Be able to work regular evenings and weekends.
- Experience of managing and/or contributing to effective early intervention and safeguarding.

Desirable Key Skills for the Senior Youth Worker

- Experience working in the “sport for development” sector.
- Experience of working with horses, or willingness to learn in this area.
- Senior Youth Work experience.

What you can expect

- Ebony Horse Club will give you the opportunity to advance your skills through regular training.
- Chance to attend exciting and high profile events and trips.
- Opportunity to be part of an organisation recognised as a leader in the Sport for Development sector.
- NEST Pension Package.
- Competitive salary.
- 33 days holiday (bank holidays to be taken out of this allowance)– pro rata for part time employees
- Clinical supervision, both 1:1 and team.
- This post is subject to an enhanced DBS check.

To apply: please send your CV, covering letter (no more than two sides) outlining why you are suitable for the role along with Equal Opportunities Monitoring Form to charlotte@ebonyhorseclub.org by Wednesday 20th April