

Applicant Information Pack

hyh
Herts Young Homeless



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Welcome Message from CEO

I'm delighted that you're interested in joining us at Herts Young Homeless (hyh). We are a small charity that makes a big impact on young people's lives and, if successful, you'd be joining a fabulous team. We work directly with young people and their families, we have a strong presence in the community, our fundraising activities are a vital part of what we do and we have a great team of people who help support all of that in the background.

These are exciting times at hyh. We have been here for young people since 1998 and in that time we are proud to have supported over 112,000 young people. We provide a really effective range of services and activities. Some, like our Hub, have been tried and tested over many years. Others are much newer, launched in response to the changing pressures faced by young people and their families.

We said we would connect with 40,000 young people and their families between 2023 and 2026 and we are well on the way to achieving that. If you become part of the hyh team you will be able to help us become more youth-led, more innovative, more inclusive and more digital.

We work with young people who often find themselves in incredibly challenging situations: it can be tough for our team at times but nothing beats knowing you've made a real difference to someone's life.

Our values are really important to us and we are proud to say that we are open, we are big hearted and we are expert. If that sounds like you too then please come and join the team.

Good luck with your application!

Jonny

Jonny Whitehead
Chief Executive Officer



Who We Are

Herts Young Homeless Group was established as a registered charity in 1998 to improve social inclusion for homeless young people in Hertfordshire.

We work with 16-24 year olds who are homeless, or at risk of homelessness and those aged 10-15 whose families are at risk of relationship breakdown. We also work with those aged 18+, including care experienced young people and those with mental health and substance misuse challenges, with housing and support needs.

Our Young People

80%

of our service users left education prematurely, and struggle with basic literacy and numeracy. Negotiating housing and benefits applications and managing a budget therefore more difficult.

82%

are homeless as a result of family breakdown. With no family to turn to for help, they must navigate the complicated process of finding and setting a up home completely independently – leaving many overwhelmed.

70%

experience, or have been exposed to, mental health issues.



About hyh

We are approachable by all – our services are designed for **easy access** for young people, families and our partners



We are non-judgemental, **empathetic** and understanding



We have an expert, **passionate** and well trained staff team



We are caring, compassionate employers who **prioritise staff** wellbeing



We have **local knowledge** and a community ethos

We provide face to face, telephone and email **support to young** people and families



We continuously strive to **improve**



We help young people to **stay safe**



We participate in local and national **research** around youth homelessness and how to prevent it



We work **collaboratively** with over **50** partners



We work **creatively**, taking the time to **understand the families** we are supporting and what will work best for them



We are **proactive** and respond to changing needs

We provide **helpful resources** and signposting for young people and their parents via our website and social media



Why Work for hyh?

Our Workplace

We care passionately about diversity, equality and inclusion and want to ensure anyone who works for us can belong, thrive and grow in our culture. We would like our organisation to be representative of those we serve and our community. We'd love to hear from candidates who are Black, Asian or from other Ethnic groups and those from the LGBTQ+ community

Learning and Development

We are committed to supporting your learning and progression and provide regular opportunities for training and continuing professional development

Environmental Impact

You will be working for an organisation aiming to keep its impact on the environment as low as possible. You will have the opportunity to join our staff 'Green Group' that works to action positive change and inform decision making

Work/Life Balance

Family Friendly Policies

You will have the opportunity to take advantage of family friendly policies including maternity, partner/parternity, adoption and shared parental leave

Flexible Working

You will be supported to achieve a good work-life balance, with a number of flexible working options on offer such as flexible and hybrid working and time off in lieu

Annual Leave

You will be entitled to 25 days annual leave which increases, after five years, by one day for every year of service up to 28 days

You can buy up to five more days' holiday a year, through our 'buy back' scheme. You will also be given an extra days' leave on or near your birthday

Why Work for hyh?

Grace photographed with her colleague, Michele at a Fundraising event for Herts Young Homeless.



“ Working at HYH I know that my wellbeing is valued and that I am making a difference to young people in my local area. During the COVID pandemic the charity always prioritised staff safety and mental health and continue to do so through hybrid working and wellbeing walks. Coming into work is easy when you have such kind-hearted and passionate colleagues around you, there is no feeling that someone is your ‘superior’ or that your opinion doesn’t matter. In my role as an Educator, I’ve been supported by my small team to grow in confidence and knowledge. It is the best feeling when a student tells you how helpful the workshop was or comes to you for guidance. I’ve also been given many opportunities and encouraged to develop professionally through training.

Grace, Educator

”

Why Work for hyh?

Health and Wellbeing

- Free annual Flu vaccination
- Free eyesight tests are offered every two years
- Medicash – A health and wellbeing plan which provides access to a virtual GP, EAP, money off dental and optician appointments plus many more perks including discounts on shopping and trips out.
- Wellbeing initiatives are organised throughout the year, and we have an active staff wellbeing group.
- Lunch on your manager/leave work early token monthly draws

Benefits

Salary

We are committed to pay equality. Our organisation and board values hyh's people. Our pay structure is simple and transparent; based on your performance and annual review there is regular salary benchmarking with other similar organisations, competitive salaries and annual pay reviews

Pension Arrangements

We provide a pension scheme via 'The People's Pension' - with 3% contribution from you, we will contribute 5%

Life Assurance

hyh provides Group Life Insurance benefit through 'Aviva'. The death in service benefit is worth four times annual salary

Benefits do not form part of the contract of employment and are subject to change at the discretion of the organisation

How To Apply

To apply for this role, we have included a link in the advert which you use to access our recruitment portal. All applications must include a covering letter or a short video sharing what skills and experience you can bring to the role along with your CV.

If you have any questions regarding the role or the application process please email recruitment@hyh.org.uk

You will also be asked to complete an Equal Opportunities Monitoring Form, which will be kept confidentially, separate from your application and will only be used so we can monitor the implementation of our equal opportunities policy. This form can be emailed separately to recruitment@hyh.org.uk or uploaded to the recruitment portal.

Safe Recruitment

This position is subject to confirmation of your right to work in the UK, and satisfactory enhanced Disclosure of Barring Service (DBS) and satisfactory references.

All our staff posts are subject to an initial probationary period of 6 months.

This post is classed as having a high degree of contact with children or young adults and is exempt from the Rehabilitation of Offenders Act 1974. An enhanced disclosure will be sought through the Disclosure & Barring Service (DBS) as part of Herts Young Homeless' pre- employment checks.

Due to the vulnerable nature of our services users, we conduct both 'career' and 'personal' interviews. Candidates successful in their career interview will progress to personal interview – details of what to expect in a personal interview will be provided prior to the interview.

Further Information

Further information about hyh and its services, is available on our website: hyh.org.uk

If you would like to speak to the recruiting manager please e-mail recruitment@hyh.org.uk for us to arrange this.

Asking for Adjustments

If you require any adjustments during the application, interview or assessment process, including providing information in an alternative format, please ask our HR officer by emailing recruitment@hyh.org.uk.



Get in touch today to find out more about how you can get involved with Herts Young Homeless and make a real difference together:

recruitment@hyh.org.uk · www.hyh.org.uk

 [hertsyounghomeless](https://www.facebook.com/hertsyounghomeless)  [@hyhnews](https://twitter.com/hyhnews)  [hertsyounghomeless](https://www.instagram.com/hertsyounghomeless)  [Herts Young Homeless](https://www.linkedin.com/company/herts-young-homeless)

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