



**Youth Project Worker**

# What you need to know about this role:

<b>Job Title:</b>	Youth Project Worker
<b>Responsible to:</b>	Regional Programmes Manager
<b>Contract:</b>	Fixed-term until March 2025
<b>Location:</b>	Community based in Islington and the neighbouring boroughs with some home working
<b>Working Hours:</b>	Part time: 21 hours per week
<b>Salary:</b>	£26,500 plus London Weighting £3,323 pa (pro rata if less than 35 hours per week)
<b>Closing date:</b>	Midnight, 16 June 2024
<b>Interviews:</b>	25 June 2024

## INFORMATION FOR APPLICANTS FOR THE POST OF Youth Project Worker

Thank you for your interest in the above role. This pack tells you more about the Kinship, how we work, and details of the role and the people you will be working with. It also gives information on how to apply.

### About Kinship:

Kinship is the leading kinship care charity in England and Wales. We offer kinship carers financial, legal, practical and emotional support and understanding from the moment they need it, for as long as they need it. Our expert advice, information and guidance helps with complicated and stressful decisions that so many kinship families have to make. We are always there to support them through challenging times and celebrate the good.

Kinship carers are strong and determined. Together, they are powerful. We help them build communities of support and action by connecting families locally and across England and Wales.

We are at the heart of kinship networks, partnering with and influencing service providers, local and national government and other organisations. We give everything we have to fight for each family and their rights, changing society until every kinship family is recognised, valued and supported.

Kinship care often begins in crisis. A child has parents who are unable to care for them, for whatever reason. It can be frightening, confusing and heart-breaking.

Instinctively, a loved one steps in – a grandparent, brother, sister, aunt, uncle or family friend. They are now a kinship carer, bringing up the children they love. There is often no chance to prepare. Plans may be pushed aside. Relationships, jobs and savings are frequently sacrificed.

It is life changing and challenging raising children who have been hurt or neglected, but kinship carers do it anyway because they put the children first.

We know how hard life can be for kinship carers, but we have seen the amazing things they are capable of, with someone by their side. With the right support, children raised in kinship families can flourish.

That is why we support, connect and campaign – to keep kinship families stronger by keeping them together.

## About the Team:

As a Youth Project Worker you will sit within our Programmes team to deliver on this exciting project. Funded by Children in Need, you will set up a new peer group for children growing up in kinship care. The group will meet regularly in the community and will work in partnership with a production company to produce a short film highlighting their lived experiences.

## About the role

This is a fun and creative role for a Youth Project Worker to lead on a groundbreaking project supporting kinship experienced young people. With funding from BBC Children in Need, you will grow a peer group of children and young people in kinship care through weekly activities and a film club. The kinship youth group will create a film which will highlight the experiences of young people growing up in kinship care.

You will be a creative self-starter who will lead on the development of a kinship youth group based in Islington, with young people recruited from across 6 north London boroughs. You will work with the group to form a relationship built on respect and trust to support and empower them. The focus of the group is to build social skills, encourage positive wellbeing, develop self-esteem and identity as well as gain skills for the future.

You will work alongside a production company to give kinship children the opportunity to co-create a film highlighting their lived experiences.

## Key responsibilities:

- To set up, plan and deliver a fun and friendly youth group for children aged 13-18 living in kinship care.
- Lead the delivery of engaging and participatory group activities with young people, with a focus on self-expression using film and other media.
- Run a regular afterschool club in Islington offering a safe, supportive and fun environment for kinship children to come together and build friendships and a sense of belonging.
- Promote the group to local schools, faith groups and other community-based organisations to raise awareness of the project.
- Identify and recruit up to 20 children in kinship care, to engage them in support and raising the profile of the experiences of children and young people in kinship care.
- Mentor, coach and support children to explore their identity as a kinship experienced young person.
- To run film and other media-based activities which will contribute towards a film production, co-created by young people highlighting their experiences.
- Develop a relationship with young people based on respect and trust, ensuring they have a safe place to develop their identity and place in society.
- Work collaboratively at all times to amplify the voices of children in kinship care.
- To support the young people to build positive relationships with each other and with wider local services.

## • Knowledge, abilities, skills and experience

### • Essential

- A qualification applicable to the role (e.g. in youth and community work).
- Experience of developing and delivering creative and supportive youth participation projects.

- Minimum of three years' experience of working with children and young people who face additional vulnerabilities.
  - Strong experience of safeguarding to recognise risks, work preventatively to reduce harm, and to escalate concerns appropriately. Demonstrated experience in planning and delivering weekly workshops and other participation activities to engage groups of children and young people in delivering creative, media-based outputs.
  - Experience of representing an organisation externally in partnership engagement meetings.
  - Experience of working in partnership with communities to build support around families, involving wider networks in service delivery.
  - Strong experience of carrying out risk assessments, support planning and responding to the support needs of children and young people.
  - Experience of community outreach to engage less-heard families in support and activities.
  - Right to work in the UK.
  - Positive and solution-focused attitude and ability to manage challenges.
  - Ability to work after school hours and during school holidays. Commitment to the values, aims and objectives of Kinship
  - Ability to apply Equalities, Diversity and Inclusion Principles in all areas of work.
  - Flexibility to travel across London.
- **Desirable**
    - Personal experience of kinship care.
    - Experience of using Salesforce database.
    - Experience of working with children in kinship care, local authority care, and/or children who have a social worker.
    - Experience of working within trauma-informed framework.
    - Experience and understanding of film production.

## Equality Diversity and Inclusion

Kinship is committed to championing equality, diversity and inclusion. We believe our work is greatly enhanced by the varied backgrounds, experiences and views represented within our teams. We aim to create inclusive teams, celebrate differences and encourage everyone to join us and be their true self at work. We therefore encourage applications from anyone who fits our values, whatever their religion or belief, sex, gender identity, race, age, sexuality or disability and are actively seeking candidates that can bring real innovation and commitment to us.

## Candidate Application Information

Please refer to the Job Description for this role to check that you meet the criteria in the "knowledge, skills and experience" section that are necessary for the job.

We will guarantee interviews to any candidates with experience of kinship care (either of being in kinship care or of being a kinship carer) who demonstrate that they meet the essential skills and experience outlined in the job description.

Please tell us if there are any reasonable adjustments, we can make to assist you in your application.

## How we select candidates

To adhere to our commitment to Equality, Diversity and Inclusion, Kinship uses Artificial Intelligence (AI) as part of an Applicant Tracking System (ATS) – BeApplied. This ensures personal characteristics, such as age, ability, ethnicity etc. are **not** available to the shortlisting panel. The BeApplied ATS system goes further by aiming to remove all socio-demographic details that might affect decision making. This is known as 'Anonymous Recruiting'.

The platform invites candidates to respond to 'SIFT' questions. This is your opportunity to highlight your knowledge, experience, skills and abilities.

You are invited to apply for this role via the BeApplied recruitment platform [here](#)

**Any applications arriving after the closing date will not be considered for shortlisting unless there are exceptional reasons.**

Kinship reserves the right to close a recruitment campaign earlier than the advertised where we have received sufficient applications.

### Key Dates:

**Application Deadline:** 16<sup>th</sup> June, 11.50pm

**Interview:** Tuesday 25<sup>th</sup> June

If you would like further information or an informal chat about this role, please contact **Fiona Summers** [Fiona.summers@kinship.org.uk](mailto:Fiona.summers@kinship.org.uk) **07779275886**

# What it means to work at Kinship:

## Our vision:

A society in which kinship carers and the children they care for are **recognised, valued** and **supported**.

## Our mission:

To ensure that kinship carers and the children they care for get the **support** and **recognition** they need.

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Knowing what you do helps kinship families that really need support.

Staff at kinship are caring, passionate and positive. Colleagues are genuinely nice to work with and care about each other as well as the kinship families we support. We are always innovating to better support kinship carers. **(Staff member at Kinship)**

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We want to offer you the best place to work. Our people are really friendly and incredibly passionate about working alongside kinship carers.

We want you to feel proud to work here and if you join us, we'll do our best to make that happen.





# Our Values:

## Be bold

### We fight for what's right with focus and determination

- Be driven by evidence and deliver quality
- Innovate bravely, fail fast and learn quickly
- Challenge constructively to move us forward



## Be stronger together

### We see the bigger picture of our work and value collaboration to drive impact

- Recognise and value the part everyone plays
- Bring different strengths and expertise together with purpose
- Ask whose voice and experience may be missing



## Step up

### We all take responsibility for changing lives and changing the system

- Actively seek and share knowledge
- Step in with ideas and solutions Ask for
- and give honest feedback



## Put people first

### We care about each other and create spaces where people feel they belong and can thrive

- Bring people together to share experiences and celebrate success
- Listen with curiosity not judgement
- Support with understanding and compassion



# What we can offer you:



## Community:

- Employee resource groups (including Equality, Diversity and Inclusion Working Group and Wellbeing Committee).
- Staff away days.
- Regular social activities online and in person.



## Flexible working:

- We operate flexible working practices which include working from home, varying start and end times of the working day, compressed hours and variable contract hours through the year.



## Family:

- Our policies include kinship care, compassionate, dependents, and bereavement leave that support the lives of employees who have additional commitments.
- We are proud that 20% of our current staff are kinship carers, and we are striving to lead the way as a 'Kinship Carer Friendly Employer'.



## Health and Wellbeing:

- Employee Assistance Programme (24/7 confidential advice line and counselling).
- Wellbeing Action Plan for each staff member.
- Wellbeing Wednesdays
- Charity Worker Discount



## Holidays:

- 30 days annual leave, plus bank holidays (1 April to 31 March).
- We close for three days between Christmas and New Year, which will be deducted from your annual leave allowance.



## Pay and pension:

- You'll be eligible and auto-enrolled into a pension scheme - we use Nest Pensions. Current employee contributions are 5% and we will contribute 3%.



## Cycle to work programme:

- This scheme enables employees to get tax incentives from cycling to work.



## Learning and development:

- A key part of our People Strategy is to continue to develop and enhance the learning experience during your time at Kinship, and we are proud to offer many learning opportunities.



## **Working hours:**

The working week is currently 35 hours per week from Monday to Friday. These may be varied by agreement with your line manager. For some roles, there will be occasions when these hours are exceeded for example some weekend working or a requirement to attend evening meetings. In such circumstances and in agreement with your line manager you may take reasonable time off in lieu. Overtime is not paid.

## **Travel:**

For this role, there may be a requirement to occasionally travel across the nations (England and Wales). There may also be, on occasion, the need for overnight stay. Reasonable travel, subsistence and hotel expenses will be covered using the Charity's expenses procedures.

## **Pension scheme:**

All staff will automatically be enrolled into a Group Personal Pension Scheme as part of our requirement to meet automatic enrolment legislation. According to the statutory requirements.

## **Probationary period:**

All new employees will be required to undertake a period of probation for six months, in which time you will be expected to establish your suitability for the post.

## **Flexible working:**

Kinship will consider applications for flexible working arrangements. Kinship will enable as many jobs to be open to job sharing as is operationally practicable.

# Our recruitment process:

As a charity we want to hire the best people to support our vision and mission. People who are values led, high performing and really passionate about doing their best for kinship carers.

We will guarantee interviews to any candidates with experience of kinship care (either of being in kinship care or of being a kinship carer) who demonstrate that they meet the essential skills and experience outlined.

We welcome applications from people from all sections of the community, irrespective of race, colour, sex, gender identity, age, disability, sexual orientation, religion or belief.

Kinship is committed to attracting, developing and retaining a diverse workforce, with a broad range of backgrounds, experiences and perspectives, and we encourage applicants from those groups currently under-represented in our organisation and sector.

## Standard clauses:

- This role will require satisfactory Disclosure and Barring Service (DBS) clearance.
- The post holder must at all times carry out their responsibilities with due regard to Kinship's Equal Opportunities Policy and Safeguarding Policy.
- Salesforce is our customer relationship management system (CRM) and all staff are expected to take accountability and responsibility for using it successfully as part of their day-to-day role to support the growth and impact of Kinship and better services for kinship carers.
- The post holder must accept responsibility for ensuring that the policies and procedures relating to Health and Safety in the workplace are adhered to at all times.
- The post holder must respect the confidentiality of data stored electronically and by other means in line with the Data Protection Act.
- The post holder must carry out their responsibilities with due regard to the non-smoking environment of all Kinship offices.

**Note:** This job description is not exhaustive. Kinship reserves the right to add to or revise the job description at any time - the post holder may be required to undertake any other duties that fall within the nature of the roles and responsibilities as detailed in this document.

Any substantial or major changes will be negotiated with the post holder.

**Kinship is the working name for Grandparents Plus, which is a company limited by guarantee registered in England and Wales under number 4454103 and registered as a charity under number**

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