

Person Specification

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| Job Title: | Youth Engagement and Co-Production Officer |
| Service: | Voices in Action |
| Reporting to: | Voices in Action Programme Manager |
| Salary Range: | £34,000 |
| Work Pattern: | 35 hours per week (including regular evening and weekend work) |
| Contract Type: | Permanent |
| Location: | Coram Campus, 41 Brunswick Square, Bloomsbury, London WC1N 1AZ |

*** Method of Assessment**

A = Application Form **D** = Documentary Evidence (e.g. Certificates/Portfolio) **I** = Interview (panel and/or young people) **E** = Exercise

Please note that this column is indicative of where each criterion is likely to be tested, however all elements of the person specification may be tested at any stage of the recruitment process. Candidates must use each element of the person specification as a heading in the supporting statement of their application, explaining clearly and with examples how they meet the criteria.

| Factor | Criteria | Essential/Desirable | Method of Assessment* | | | |
|---------------------------------------|--|---------------------|-----------------------|---|---|---|
| | | | A | D | I | E |
| Education /Experience | Qualification in youth work, teaching or a related field | Desirable | | x | | |
| | Experience of working within a participatory environment with children and young people | Desirable | x | | x | |
| | Experience of engaging children and young people from a range of backgrounds, including those who have experienced some form of exclusion and working with them on social action projects | Essential | | | x | |
| Skills/Abilities and Knowledge | Understanding of the principles and practice of effective youth participation | Essential | x | | x | |
| | Knowledge of the UNCRC Article 12 provisions and there application | Desirable | x | | | |
| | Knowledge of the issues affecting the young people that Coram works with | Essential | x | | x | |
| | Knowledge and understanding of children and young people's rights and entitlements | Essential | | | x | |
| | Knowledge and understanding of how to keep children and young people safe | Essential | | | x | |
| | Knowledge of service provision for young people | Essential | | | x | |
| | Flexible thinker who can respond in a positive and composed manner to unexpected challenges | Essential | | | x | |
| | Energetic self-motivated and organised person who is able to work collaboratively | Essential | | | x | x |
| | Resilient, emotionally intelligent individual who understands the demands of frontline work with complex young people and upholds clear professional boundaries | Essential | | | x | |
| | Ability to project manage and develop young people to work on a campaign | Essential | | | | x |
| | Skills in child and youth engagement and ability to build rapport and trust with children and young people | Essential | x | | x | x |
| | Ability to adapt and be creative in communication skills to all levels of learning and age groups | Essential | x | | | |
| | Ability to plan record and organise work | Essential | x | | | |
| General | Able to meet clients and travel around London | Essential | x | | | |
| | Prepared to work out of hours | Essential | x | | | |