

Post: Education and Youth Engagement Officer

Hours: Full-time

Salary: £25,500 per annum (4 years fixed term)

Reporting to: Training and Development Manager

Primary purpose of job:

The successful candidate overall responsibilities will be the Savera UK Youth and Education programme and facilitating and assisting Savera UK Youth Advisory Board with their youth engagement activities, campaign and programmes.

Responsibilities

Education:

- Be responsible for the delivery for our education programme
- To be involved in the development of any education programme alongside the Training & Development Manager and other relevant Savera UK team members.
- Be able to use creative and interactive methods to deliver Savera UK education/ awareness programmes to a variety of audiences.
- Liaise and engage with schools and other education professionals to deliver Savera UK education programme.
- Run regular focus groups to gain knowledge and feedback on the effectiveness of our education programme to help improve development and delivery.
- Provide the main point of contact for our youth and education programme and activities.
- Lead youth sessions to discuss and implement ways to raise awareness.

Youth Engagement & Youth Advisory Board:

- Facilitate Savera UK Youth Advisory Board in terms of their activities, campaigns and communication on HBA and harmful practices.
- Facilitate all youth engagement and activities programmes.
- Work closely with Savera UK communication team to deliver relevant communication and campaign for the Savera UK youth.
- Liaise with relevant agencies/services to create collaborations with Savera UK Youth.



- Work in partnership with SaverA UK Youth to plan their activities relevant to raising awareness and developing campaigns.
- Facilitate and coordinate the logistics of SaverA UK Youth events/activities.
- Recruit young people to participate in our youth engagement and encourage them to join SaverA UK Youth Advisory Board.

Management and Reporting:

- Be responsible for informing and communicating to line manager of any urgent issues arising that may require management intervention e.g. safeguarding or professional challenges.
- Respond to requests within a timely manner.
- Report and have regular supervisions with line manager.
- Be responsible for managing and prioritising work and any other wider responsibilities requested.
- Seek supervision and advice accordingly.

Organisation and Development:

- Be sensitive and vigilant to cultural, religious and personal circumstances, at all times.
- Maintain confidentiality and safeguarding at all times for all.
- Ensure that all materials and communications used are accurate and always represent and reflect the SaverA UK branding.
- Maintain and advance the public profile of SaverA UK.
- Adhere to and work within SaverA UK's policies and procedures.

General and Other:

- Undertake any training as identified and approved by their line manager and/or senior management.
- Participate in staff meetings, and any other appropriate meetings.
- Carry out any other duties, as required by the line manager, senior management team and the SaverA UK Board of Directors.

Review Arrangements:

The details contained in this job description reflect the content of this job at the date of being prepared. It is, however, possible that over time the nature of the job will change. At that time, the CEO/SaverA UK Board will expect to revise this job description, in consultation with the post holder.

Personal Specification:

The applicant will require the following experience and qualification:

Qualification & Experiences:

- Experience and expertise in working within education setting and with young people.
- Experience delivering and facilitating workshops.
- Experience in creating range of activities to help young people learn and engage both within education and community setting.
- Have relevant qualification, training that will support your work in this area.

Skills, communication & abilities:

- Recognise the importance of learning from experience.
- Excellent interpersonal communication skills to work across all levels of the organisation.
- Ability to present relevant information confidently, to a variety of audiences.
- Excellent organisation and time management skills.
- Flexibility and adaptability to work evenings and weekends when necessary.
- Effectively present information.
- Excellent computer skills and proficiency in Microsoft Office.
- Ability to work independently

Personal Qualities:

- Show resilience and ability to work under pressure.
- Be compassionate and commit to the aims and objectives of the service and Savera UK.
- Inspire and embrace change.
- A positive attitude and open-mind.
- Show sensitivity when presenting sessions and working with clients.
- Demonstrate high professional and ethical standards in a diverse workplace.

Knowledge:

- Understanding of relevant Government Policies around 'honour'-based abuse and harmful practices, domestic abuse/violence and any other relevant legislation
- Understanding of child/adult safeguarding and protections processes
- Ability to cope with the challenges associated with the role.
- Understanding the importance of risk assessments/ safety measures and planning
- Knowledge of GDPR

Any other requirement:

- Have experience of voluntary, or paid work, in areas of social deprivation and/or within diverse communities affected by 'honour'-based abuse
- Understanding of 'honour'-based abuse, harmful practices and its impact
- Understanding of the relationship between domestic violence/abuse and those affected by 'honour'-based abuse and harmful practices
- Quick learner



- Knowledge of local and national services

* **Location:** The post holder location will be Liverpool based but will also need to work where relevant/required including traveling. Therefore a full, clean driving licence, and use of own car is essential and mileage would be reimbursed

Please note that due to the nature of SaverA UK's work and for security purposes, they do not disclose the location of the post until the successful candidate is appointed. However, we can confirm that their registered head office is around 30 minutes' walk or 15/20 minutes by car/public transport from where this role will be based.

How to apply

Download and read the Job Description and Person Specification below from the SaverA UK website (<https://www.saverauk.co.uk/work-for-us/>)

SaverA UK will consider applications from candidates who have comparable qualifications and experience for the role advertised. Please send a CV and covering letter directly to SaverA UK, outlining your suitability for the post, and complete the equal opportunities monitoring form.

Applications that don't include a covering letter, as specified, will be automatically rejected.

Following receiving your CV and covering letter, SaverA UK may ask you to complete a further application form, to help us gather further information. Ensure your covering letter is clearly relates to the essential specification required for the role, as detailed in the job description

Closing date for applications: 5pm Thursday 6th June 2024

The recruitment process will be in two stages. If you are shortlisted, SaverA UK will be in contact to arrange an informal 20-minute chat about the role and your interest in it. SaverA UK will then invite candidates who progress to the second stage to an in-person interview, which will comprise competency questions and a task on which they will be asked to present back to the interview panel. Candidates will be provided with information for the task, a at least 4 days before the interview to and to present at the in-person interview.

In-person interviews are expected to take place in w/c 24th June 2024. Please inform SaverA UK, when you apply, if there are any dates in that week that you can/cannot attend.



All applications will be treated in strictest confidence. For any enquires, and to send your CV covering letter, and equal opportunities form directly to Jess on jessica@saverauk.co.uk

Savera UK is working to end 'honour'- based abuse (HBA) and all harmful practices, through direct interventions and safeguarding, advocacy, education, engagement, awareness-raising and campaigning for policy, attitude and behaviour change

About Savera UK

Savera UK is working to end 'honour'- based abuse (HBA) and all harmful practices, through direct interventions and safeguarding, advocacy, education, engagement, awareness-raising and campaigning for policy, attitude and behaviour change

Vision

A world without 'honour'-based abuse and harmful practices

Mission

We will end 'honour'-based abuse and harmful practices

Values

Respect: We respect the views of others and ensure we listen and make an effort to understand other people's opinions, while challenging harmful attitudes which do not align with Savera UK values

Inclusive: We value the importance of culture and are committed to creating a fair, understanding and accessible environment within and outside of Savera UK.

Compassion: We work with empathy and solicitude and provide a safe and supportive environment. We will go the extra mile ensuring needs and safety are met, no matter how challenging it may be.

Innovation: We are leaders in driving a movement of change and use our unique, specialist knowledge to inform how we approach this. We value an original and creative approach to problem-solving and are receptive to new ideas.

Ambition: We are led by our strong belief that everyone has the right to safety and security without living in fear. We strive to transform lives, change attitudes, deliver outstanding services and inspire change that has the power to save lives

**Registered address: 151 Dale Street, Liverpool L2 2AH Company Number 7564891
Charity Number 1145564**