



JOB TITLE:	Young People's Services Lead (North Wales)
RESPONSIBLE TO:	CONNECT Young Peoples Service Manager
HOURS OF WORK:	18.5 hours a week (flexible with some evenings and 1 Saturday a month)
LOCATION:	Home based with travel across North Wales and occasional visits to Cardiff/South Wales
DURATION: SALARY / GRADE:	Permanent £28,615.00 Grade 4.1.

KEY WORKING RELATIONSHIPS

- CONNECT Manager
- Connected staff team and volunteers
- Wales team
- Wales Director and wider AUK managers
- National Young People's Service Leads / workers in England, Scotland and Northern Ireland
- Representative staff from regional adoption services and the Central team from National Adoption Service

PURPOSE OF THE ROLE

- To deliver the existing Connected monthly activity groups for adopted children and young people in North Wales

MAIN DUTIES AND RESPONSIBILITIES

- To work with the CONNECT Service Manager and staff from the regional adoption service to deliver the groups for Children and young people in North Wales in line with service process.
- To deliver and promote all four elements of CONNECT, the Children and Young People's service in North Wales, in collaboration with the regional partners and to work with the Adoption UK team to provide national events for adopted children and young people and one to one support, from time to time.
- To work closely with other Adoption UK staff delivering support to parents in Wales to ensure the young, adopted person's whole family is aware of and accessing adoption support services where appropriate
- To attend and support delivery of family fun days where appropriate
- To organize and supervise the work of the Young People's support workers
- To work closely with representative staff provided by the regional adoption agencies, and any volunteers, who help deliver the groups.
- To undertake the processing of referrals and initial engagement with young people and families.

- To work with the young people and their families to establish whether the service is appropriate for them and agree measurable outcomes in line with the guidance provided for the Regulated and Inspection Social Care 2016 Act for adoption services, as advised by the Service Manager.
- To refer on requests for other support identified through initial visits.
- To maintain agreed levels of contact with young people and their adoptive family whilst they remain registered with the service.
- To implement robust monitoring and evaluation to review individual goals, track progress and impact and review at regular intervals whether the service is still an appropriate service for the children and young people.
- To plan an annual programme of group sessions and activities for delivery within the agreed budget with the support and direction of the CONNECT Manager.
- To promote the service
- To take responsibility for the day to day planning and accurate recording of the service activity using the electronic data management system in place.
- To work closely with administrative and business support staff in the Wales office to ensure the booking of venues, activities etc. and gather output and outcome data from the service
- To support office-based staff by gathering statistical and other relevant information to support fundraising activities for the service

- To support young people who wish to have their voices heard in national and regional forums and events.
- To attend internal and external training sessions and other meetings as appropriate, in order to learn and remain up to date with adoption issues, relevant policies, working practices and systems and network with other young people work providers in Wales.
- To engage in supervision and professional development.



PERSON SPECIFICATION

KNOWLEDGE AND EXPERIENCE	• Experience of managing groups for Children and young people - Essential • Experience of working in a setting with children and young people for at least 2 years - Essential • Sound knowledge of youth work principles and the principles of the UNCRC - Desirable • Good in-depth understanding of the needs of adopted or looked after children - Desirable
QUALIFICATIONS AND EDUCATION	• Relevant degree or relevant qualification to a minimum of level 3 or higher (e.g youth work, social sciences; teaching; play work)
SKILLS AND ABILITIES	• Hold a valid driving licence and provide a car - Essential • Excellent communication and interpersonal skills - Essential • Ability to relate to children and young people - Essential • Ability to work under own initiative - Essential • Ability to work as part of a team - Essential • Demonstrated skills in supporting children and young people on an individual basis - Essential • Awareness of and dedicated to anti-discriminatory practice - Essential • Ability to use IT equipment – Essential • Basic Conversational Welsh - Essential
ACCOUNTABILITY	• Delivery of existing Connected activities • Develop and promote the four elements of CONNECT. • Process referrals, maintain agreed levels of contact • Support and supervise the Young people's support worker
BEHAVIOURS	• Takes pride in Adoption UK and promotes its values and mission in all interactions with external stakeholders. • Demonstrates commitment to equality, diversity and inclusion in all aspects of role at all times. • Contributes to an open and honest culture • Encourages challenge and creativity, transparency and consistency. • Leads by example. • Offers outstanding service to members. • Promotes cross functional team working, sharing skills and knowledge • Communicates clearly, seeking clarity when unclear and valuing the opinion of others. • Valuing the opinion of other. Treating colleagues and other stakeholders with respect. • Takes pride in own development, committed to achieving high standards and agreed objectives. • The capacity to understand and to empathise with the issues of concern for adopted children and young people and their parents Essential • Ability to speak Welsh is desirable and respect for the Welsh language is essential • Willingness to travel and work weekends and evenings as required. Essential

This role profile is a guide to the nature of the work required and may involve other such duties as deemed necessary by the Organisation. It is not wholly comprehensive or restrictive. The role profile will be reviewed with the post-holder at significant points for the Organisation.

- Postholder is expected to abide by all organisational policies, codes of conduct and practice, and to work within a framework of equal opportunities and anti-discriminatory practice.

Timetable:

Shortlisting is usually carried out within 10 working days of the closing date, and you should be notified of an outcome within fifteen working days of the closing date. The panel will shortlist based on those applicants who best meet the criteria for the role.

The closing date for this role is 19th October 2026. However, Adoption UK reserves the right to end the application period sooner so we would recommend you complete the application form as soon as possible. The date(s) scheduled for interviews will be 1/c 2nd November 2026. These dates may be subject to change and applications will be advised in advance should this happen.

Queries:

If you have any queries on any aspect of the recruitment process please contact People Services either by email peopleservices@adoptionuk.org.uk or telephone 01295 752253.

If you would like additional information or wish to have an informal discussion about the role, please contact peopleservices@adoptionuk.org.uk.

Key Dates:

CLOSING DATE:	19th October 2026
SHORTLIST DATE:	21st October 2026
INTERVIEW DATE:	w/c 2nd November 2026