

Job Description

Job Title:	Youth Engagement and Co-Production Officer
Service:	Voices in Action
Reporting to:	Voices in Action Programme Manager
Supervisory responsibilities:	None – at present
Working hours	35 hours per week (including regular evening and weekend work)
Salary range:	£34, 000
Location:	Coram Campus, 41 Brunswick Square, Bloomsbury, London WC1N 1AZ
Contract:	Permanent

Voices in Action is a dynamic area of work within Coram that ensures the engagement of children and young people (as young campaigners). Our Young Campaigners, aged 10-25, bring their lived experiences of school exclusion, homelessness, immigration issues, involvement in the care system and involvement in the criminal justice system to improve outcomes for other young people. They achieve this through campaigning and policy work, shining a light on problems and developing ideas to make things better nationally, locally and improving the work we do.

This post will lead on supporting our Young Campaigners. Using a co-production approach, this post will bring young people's voices to the forefront through the production of campaigns and resources for other young people and professionals.

Purpose of Role:

To recruit, develop and support our Young Campaigners to become social action leaders. This role requires a skilled practitioner who is able to bring young people together, to co-create programmes and develop resources with the aim of supporting other young people and professionals. This role will support young people's lived experience, amplifying their voices and ideas for change.

Relationships:

This role will report to the Voices in Action Programme Manager and work on a day to day basis with our Young Campaigners. This role will work closely with other colleagues in Coram including with our other youth engagement work, fundraising and policy colleagues.

Main Duties & Responsibilities:

Developing young leaders and young people with lived experience of homelessness and school exclusions:

- Developing young leaders to explore the impact of their lived experience and supporting them to confidently speak out on issues from a rights-based perspective.
- Supporting young people to participate in policy and engagement work (i.e. roundtables, consultations, and media commentary).
- Recruiting, maintaining, supporting and developing a young campaigns group.
- Working closely with the Participation Lead, supporting a group of young people, with regular group meetings and events, to set their own change targets and to choose their method of influencing.
- Facilitating young people's attendance and participation at events and ensuring they are supported and prepared to be able to effectively engage.
- Facilitating the co-creation of resources, including the development of multi-media content.
- Developing excellent relationships with community partners. This role will include delivering some work within partner organisations.
- Ensuring the perspectives and journeys of young people are captured for reporting and evaluation purposes.

Upholding a positive, empowering approach to work with young people:

- Being young person centred.
- Helping young people develop their own pathways and opportunities and share learning with other young people.
- Working respectfully and non-judgementally to engage children and young people who may not be engaging with other services.
- Being led by the young people and work at their pace.
- Supporting young people to be as independent and self-directed as possible and encouraging participation.
- Maintaining boundaries and appropriate relationships with young people.
- Acting on safeguarding and risk information in line with Coram's policies and procedures.

Maintaining accurate case records and monitoring and evaluating the service:

- Undertake outcomes-based monitoring of work with young people.
- Providing regular case updates and reports for funding and reporting.

Maintaining effective liaison with colleagues working across Coram and in external organisations including:

- Attending and participating in team meetings and other events including fundraising and training days.
- Identifying area where policy and campaigning work could be undertaken
- Contributing frontline experience to Coram's policy and campaign and sector change work.
- Networking and building relationships with external professionals and agencies supporting young people including professional educational establishments.
- Working with colleagues in Coram to keep up to date with relevant legislation and policies and collaboratively direct the project. (Including preparing for and providing responses to relevant consultations and policy papers).
- Building links with statutory groups and government bodies to establish opportunities for young people to impact change.

Other Responsibilities:

- To recognise and challenge all forms of discrimination and prejudice in the workplace.
- To treat everyone with respect, dignity and fairness and to acknowledge and celebrate diversity.
- To maintain an awareness of your own and others' health and safety and comply with Coram Group Health and Safety policy and procedures.
- To maintain confidentiality of information; it will be necessary to comply with all requirements related to the Data Protection Act/ General Data Protection Regulations (GDPR)
- To undertake training/other learning opportunities as required and take shared responsibility for personal development.
- Any other duties consistent with the role as specified by the Managing Director or other nominated Senior Service Manager.