Job Title:	**Youth Participation Lead**
Responsible to:	Head of Safer and Stronger Communities
Responsible for:	Youth peer researchers, volunteers and sessional contributors, as appointed
Salary:	£32,890 - £36,292 per annum + 6% pension (Pro-rata)
Hours:	21.6 Hours per week (3 days)
Holiday:	25 days plus bank holidays (Pro-rata)
Contract:	One Year Fixed Term with possible extension
Location:	Haringey, with a focus on east Haringey and some work across health and community settings

Job Description

Purpose of Job

To lead the day-to-day delivery of the Haringey Youth Voice Alliance for Health and Care, enabling young people aged 14-24 to influence health and care priorities, service design and practical improvements. The postholder will connect existing youth voice structures, coordinate inclusive participation and peer research, and create effective routes between young people, community organisations and health and care decision-makers.

The Alliance will focus primarily on underserved neighbourhoods in east Haringey, including Northumberland Park and communities around North Middlesex University Hospital, and connect neighbourhood prevention, early help, community care and hospital pathways.

In particular, you will be responsible for:

1. Establishing and coordinating the Youth Voice Alliance, building on Haringey Youth Organisations' Network (HYON), school and college councils, youth councils and existing youth advisory groups without duplicating their roles.
2. Engaging young people who are less likely to participate in formal structures, and supporting youth leadership, co-chairing and inclusive decision-making.
3. Planning and delivering Youth Voice Inquiries, producing accessible evidence and recommendations, and facilitating co-production with health and care practitioners.
4. Coordinating two small-scale service improvement tests with named service leads, tracking decisions and providing feedback to young people.

5. Managing delivery, monitoring, evaluation, reporting and a practical sustainability and handover plan.

Principal Tasks

6. Service delivery and youth participation
7. Map existing youth councils, school and college structures, advisory boards, community and faith settings, youth services and relevant decision-making routes; maintain an up-to-date engagement map.
8. Work with young people and partners to agree the Alliance's priorities, terms of reference, representation and inclusive ways of working; support youth co-chairing and preparation for meetings.
9. Develop trusted relationships with at least six HYON partners and five schools or colleges, alongside community and faith organisations; undertake targeted outreach beyond established participation structures.
10. Coordinate at least four Youth Voice Inquiries and accessible briefings using peer research, surveys, conversations, storytelling, asset mapping and other appropriate participatory methods.
11. Support at least 60 young people to participate directly, reach at least 250 through wider peer engagement and develop participation or research skills with at least 30 young people.
12. Ensure young people and practitioners agree relevant inquiry themes, including mental wellbeing, help-seeking, transitions and wider determinants of health such as poverty, violence and employment.
13. Facilitate joint design sessions with practitioners and young people; coordinate two small-scale service improvement tests, ensuring named health or care service leads own clinical content and implementation.
14. Produce at least ten actionable recommendations, maintain a recommendation and decision-maker response tracker, and communicate outcomes through accessible "You Said, We Did" feedback.
15. Ensure participation is accessible, inclusive and ethical, with appropriate consent, expenses or participation payments, safeguarding, confidentiality and data protection arrangements.

Partnership working and system influence

16. Build constructive relationships with Haringey Public Health, neighbourhood health partners, NHS and hospital providers, schools, HYON members and other relevant stakeholders.
17. Arrange opportunities for young people to influence neighbourhood, provider and commissioning decisions through supported attendance, dialogue and co-production sessions.
18. Coordinate shared learning with the related Enfield initiative where agreed, particularly around North Middlesex University Hospital and cross-borough pathways.
19. Build the skills and confidence of youth organisations and young people to undertake meaningful participation and influence service development.

Programme management, monitoring and sustainability

20. Prepare and maintain delivery plans, activity schedules, budgets, risk logs and monitoring systems in line with organisational and funder requirements.
21. Provide quarterly progress reports, a six-month learning review and final evaluation, contributing to reporting to Haringey Public Health and relevant neighbourhood health governance arrangements.
22. Monitor participation, representation, recommendations, service responses and evidence of implemented changes; use learning to improve the approach.
23. Develop and test a reusable youth involvement toolkit, including templates, decision routes, response arrangements and named ownership.
24. Contribute to a costed year-two business case and continuation or handover plan, including potential funding opportunities and longer-term embedding of youth voice.

Leadership and management of people

25. Support, coordinate and where assigned supervise peer researchers, volunteers and sessional contributors, ensuring clear expectations, training and appropriate support.

Team working

26. Work collaboratively with colleagues across The Bridge Renewal Trust and contribute to organisational learning, partnership development and the wider charitable purpose.

Customer care

27. Promote responsive, respectful and youth-friendly communication with participants, families, community organisations and partners.

Equality

28. Implement The Bridge's equality, diversity and inclusion commitments; proactively address barriers faced by young people experiencing disadvantage, exclusion or discrimination.

General

29. Follow safeguarding, health and safety, confidentiality, data protection and other organisational policies and procedures; raise concerns promptly through agreed processes.
30. Work flexibly, including occasional evenings and weekends, to meet the needs of young people and programme activity.
31. Undertake relevant training and other reasonable duties consistent with the role.

Person Specification

Job Title: Youth Participation Lead

Area	Criterion	Requirement	Assessment
Experience	Substantial experience of engaging young people and facilitating meaningful youth participation or co-production.	Essential	AF / I
Experience	Experience working with young people facing barriers to participation, including those from underserved communities.	Essential	I
Experience	Experience coordinating projects, partnerships or networks and managing competing priorities.	Essential	AF / I
Experience	Experience designing and facilitating workshops, focus groups, peer research or consultation activities.	Essential	AF / I
Experience	Experience working with schools, community organisations, health or public-sector partners.	Essential	I
Experience	Experience producing reports, monitoring outcomes and communicating findings to varied audiences.	Essential	I
Experience	Experience influencing service design or decision-making and tracking recommendations through to action.	Desirable	I
Experience	Experience supporting youth advisory boards, co-chairing or young people in governance settings.	Desirable	I
Knowledge	Good understanding of inclusive youth participation, power-sharing and co-production principles.	Essential	AF / I
Knowledge	Understanding of safeguarding, consent, confidentiality and data protection when working with young people.	Essential	I
Knowledge	Awareness of health inequalities and social factors affecting young people's health and wellbeing.	Essential	I
Knowledge	Understanding of Haringey youth provision, neighbourhood health, NHS pathways or the voluntary and community sector.	Desirable	I
Skills	Strong facilitation, relationship-building and communication skills, including accessible written communication.	Essential	AF / I
Skills	Ability to translate young people's experiences into clear, practical recommendations and briefings.	Essential	I

Skills	Strong organisation, project planning, record-keeping and digital skills.	Essential	AF / I
Skills	Ability to work independently, manage delivery milestones and respond flexibly to emerging needs.	Essential	I
Skills	Ability to support young people's confidence, leadership and research skills.	Essential	I
Skills	Ability to work collaboratively with senior decision-makers while maintaining authentic youth voice.	Essential	I
Values	Commitment to equity, anti-discriminatory practice, safeguarding and young people's right to be heard.	Essential	AF / I
Other	Willingness to work occasional evenings/weekends and travel across Haringey.	Essential	I

Note:

AF - Application form or supporting statement

I - Interview