

WE'RE HIRING...



# COMMUNITY YOUTH WORKER

We're looking for an excellent Youth Practitioner to become part of the Matrix family.

If you are enthusiastic about working with young people from all walks of life & want to be part of an innovative organisation that helps them make the most of their lives, then we'd love to hear from you.

[WWW.MATRIXTRUST.COM/VACANCIES](http://WWW.MATRIXTRUST.COM/VACANCIES)

Matrix | Allen House Pavilion. Guildford, Surrey | 01483 574900

Dear Applicant,

Thanks for your interest in joining the Matrix Family.

### **Why Matrix?**

We're a fun team who work hard to achieve the aim of catalysing change for young people across Guildford Borough. We're passionate about building long-term relationships and providing activities within schools and the community that nurture, inspire, connect and empower young people, helping them make the most of their lives.

Right now we are investing into new projects as well as developing our more established ones and we're looking to grow a team who are keen to invest for the long-term, willing to put in the energy needed to make a tangible difference.

### **Why Guildford?**

Don't be put off, thinking there are no needs amongst young people in Guildford, it's not what it seems on the surface. The needs of young people here are very real, amongst those who have, and those who don't – from mental health issues, to social isolation and from a lack of opportunities to poor life skills, for young people in Guildford life can be tough.

Most years we work with 300 young people on a regular basis, providing in-depth support for needs ranging from mental health to social and emotional development, and work with around 1000 other young people across a range of activities and provision. 2020 has obviously been a challenging year for everyone, with Covid-19 taking its toll, especially so with regard to young people's mental health and wellbeing - making this role even more vital. Take a look at our latest newsletter online to read some of our young people's stories!

### **Where does this role fit?**

Our Community Youth Workers do a variety of face-to-face delivery as well as develop and improve provision. Focussing on key locations across the Borough, our provision responds to localised needs and works in collaboration with churches, schools and other organisations - the successful candidate will be creative and passionate about building trusting relationships with young people. If you love a varied role, can take initiative and don't mind mucking in this could be the role for you.

### **Come and join the adventure!**

Thanks again for taking time to look at our vacancies and I hope that you consider applying to become part of our growing team.

Kind regards,



Misty, CEO



# YOUTH WORKER

## OVERVIEW

Matrix are a Christian organisation that deliver essential youth work to young people from all walks of life in schools & communities across Guildford Borough.

### **We're excited to offer a full-time Community Youth Worker role**

The post-holder will play a key role in our new youth café and will deliver face-to-face youth work in schools and the community, such as: one-to-one support, sporting activities, workshops, group sessions and social activities.

This role will also carry some responsibility for coordinating and running provision for young people in the or West of the Borough.

**Hours: FTE 37.5 pw (inc. some evenings) | Salary: £21,500 - £24,000 (depending on experience)**

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## **Role Description - Community Youth Worker**

*This is an exciting and innovative role for a highly motivated youth worker to join our established and evolving charity. This role provides an opportunity to deliver excellent face-to-face youth work, as well as to build projects and develop key relationships that benefit young people, across schools and the community.*

### **What would I be doing?**

As a Community Youth Worker you will be part of both the Schools and Communities teams, responsible for delivering a variety of youth work and ensuring that these provisions serve the needs of local vulnerable young people. This role requires face-to-face youth work delivery across a variety of projects, in school and the community, including some evenings as well as project leadership in some areas.

Matrix work is focussed in key areas across Guildford Borough. You will be allocated work primarily in the West of Guildford Borough delivering, improving and building new projects, and developing relevant key professional relationships across that area to meet the needs of young people there.

Additionally you will be a key Youth Worker in our flagship Youth Café project based in the centre of Guildford. Working alongside the Head of Youth Work and cross-church Youth Work team you will build relationships and deliver relational and project based youth work.

### **What do we expect from you?**

#### **Deliver Face-to- Face Youth Work:**

- Create a fun, welcoming and secure environment at each project
- Provide activities for young people that inspire and empower them
- Develop nurturing relationships with young people in your projects
- Encourage young people to take part in the activities provided
- Ensure that you work to the Youth Work Standards
- Ensure appropriate behaviour is maintained to create a safe environment for all
- Pro-actively analyse and respond to the physical, intellectual, emotional and spiritual needs of all young people you work with, providing opportunities for them to develop in these areas
- Monitor, evaluate and record the development of young people who attend your projects
- Provide basic information and sign-posting for areas outside your specialism
- Liaise with the DSL/DDSL on any arising issues or concerns

Delivery of Matrix youth work happens in a variety of settings both in schools and communities across Guildford Borough. **These include but are not limited to the following:**

### ***Community Projects***

Our work in the community is varied and you may be expected to:

- Detached and Outreach - Working in a designated area providing youth work and activities to young people where they live.
- Local Partnership Projects - Working with local partners to deliver youth support for the various educational services they run
- Other Community Based Projects or Events

### ***Youth Cafe***

Alongside the Head of Youth Work and cross-church Youth Work Team, coordinate and lead on sessions based in our Youth Cafe. These may include: workshops, group work, mentoring, Young Leaders, Youth Steering Group, drop-in activities.

### ***Schools Work***

Our work in schools is varied and you may be expected to:

- Conduct one-to-one sessions to listen to, analyse and respond to the physical, intellectual, emotional, social and spiritual needs of young people
- Manage, monitor and evaluate caseloads within your allocated school as part of the one-to-one support sessions
- Develop and run a variety of contact points and projects for young people across the school, including group sessions and drop-ins and after school projects
- Alongside the Head of Youth Work, supervise and build a team of volunteers to work within the school
- Build good working relationships with school staff, CAMHS and other relevant local services

### **Take responsibility of the following in one area of Guildford:**

- Build, develop and run projects that meet the current needs of young people in the area, including community and schools-based activities
- Take responsibility for the effective delivery and outcomes of your projects, including, but not limited to: recruiting and coordinating staff / volunteers; managing programs and equipment; ensuring policies and procedures are followed; holding regular team meetings; gaining feedback from young people and the community; manage a budget
- Ensure that your team work to the Youth Work Standards

## **Team Expectations**

Matrix is a small, established, but fast evolving and growing charity and there is therefore an expectation on all staff to be proactive and a fully-invested team player, supporting others in their busier seasons and the charity as a whole across the year.

### **We expect you to:**

- Fit in with our core values, to be: positive, relational, innovative, collaborative and fun
- Work from within the Christian ethos and take part in team prayer meetings
- Be committed to and passionate about the mission to catalyse change in young people's lives
- Be a pro-active member of the Matrix team and get involved in projects which benefit the mission of Matrix (e.g.: fundraising activities/events or prayer spaces)
- Take part in Ready 4 Action (annual cross-church social action project, first bank holiday weekend in May) and an annual residential
- Work across agencies and Matrix teams
- Cover for team members during periods of sickness or leave, when required

Due to the nature of the work you will be expected to work some evenings and occasional weekends. All hours will be based at the Matrix office, unless delivering youth work or previously agreed. Any specific changes to your working week will be cleared through your Matrix line manager.

## **What we offer you**

- 5 weeks paid holiday, plus bank holidays and the office shuts between Christmas and New Year
- A mentor from a local church
- A training programme that develops your skill base, including First Aid and Mental Health First Aid training
- Peer supervision
- Regular line management and supervision from a senior staff member
- Flexible working arrangements, where possible
- A nurturing and supportive team

**Hours: Full-time, 37.5 hours pw | Salary: £21,500 to £24,000 depending on experience**

## **Who are we looking for?**

### **ESSENTIAL**

- Passionate about catalysing change in all young people's lives
- Proven track record of at least 2 years youth work experience in schools/community context
- Strong interpersonal and communication skills
- Able to relate easily to young people from a variety of backgrounds and develop positive relationships that enable change in their lives, setting appropriate boundaries
- An understanding of the issues young people face today
- Experience of leading community youth provision
- High levels of motivation and enjoy taking initiative
- Enjoy working in a flexible, growing, energetic team
- Some experience in managing volunteers and able to mobilise and motivate them
- Agree with and able to support and work within the Christian ethos (\*this job has been has a "genuine occupational requirement" (GOR) for the post to be filled by a Christian)
- Able to work within the values of the Matrix, including taking a 'can do' approach to work
- Able to move quickly between multiple work locations within and around Guildford
- Organised, with good IT and administrative skills, eg: Microsoft Office and Google Drive
- Experience of leading workshops and / or groups sessions with young people

### **DESIRABLE**

- A relevant Professional qualification in youth work or equivalent specialism
- Knowledge of Guildford Borough and its young people and issues
- Not afraid to make (and own up to) your mistakes and have fun in delivering projects with young people
- Team leadership experience
- Confident to plan and undertake assemblies, or equivalent
- Experience in developing relationships with external partners, and liaising with staff and volunteers



# WANT TO JOIN THE TEAM?

## HOW TO APPLY

To apply for this post, you just need to do 2 things:

Complete the Application Form in the Application Pack

Email it to [hr@matrixtrust.com](mailto:hr@matrixtrust.com)

Any questions, just give Dan a call: 01483 574900

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**All applications must be in by 12pm Friday 8th January**

Interviews will take place the following week | **Start date ASAP from January**