

Youth Project Worker

Salary:	£26,000 to £28,000 pro rata
Hours:	3 days a week
Contract:	Temporary: immediate start running until 30 th September 2019
Reporting to:	Programme Manager
Staff reporting:	No paid staff but potential for some volunteer management

JOB PURPOSE

To co-ordinate the delivery of Health Watch Central West London's youth offer in the boroughs of Westminster and Hammersmith and Fulham.

- To facilitate and support Young Healthwatch members (aged 14-25) in Westminster in their engagement project focused on young people's experience of mental health services.
- To identify potential Young Project Leads in Hammersmith and Fulham and provide support for them to organise and host an event focused on young people.
- To identify and apply for funding opportunities to secure the future of Healthwatch Central West London's youth offer.

KEY RESPONSIBILITIES

Young Healthwatch Westminster

1. Coordinate and arrange regular Young Healthwatch meetings by agreeing dates and times with Youth Healthwatch members, booking rooms and arranging catering.
2. Support Young Healthwatch members to design, test and implement a survey asking young people in Westminster about their experiences of using mental health services.
3. Work with Young Healthwatch members to promote the survey and further engagement with young people, with the support of Healthwatch Central West London Communications Officer.
4. Support Young Healthwatch members to analyse and write up survey data into a report.
5. Support Young Healthwatch members to disseminate findings from the report to relevant stakeholders and decision makers, working closely with the Communications Team, Programme Manager and Chief Executive.

6. Coordinate Young Healthwatch Mentors, including providing on-going support, regular group support sessions and identifying and responding to training needs.

Youth Project Leads support – Hammersmith and Fulham

1. identify and recruit young people as Project Leads for one or more events for young people in Hammersmith and Fulham and to support them in delivery.
2. Support Youth Project Leads to get involved with any other Healthwatch activities
3. Establish relationships with young people's organisations to identify opportunities to engage with young people who are not already involved in a group.

Funding Opportunities

1. Identify potential funding streams to support the delivery of Young Healthwatch in Westminster and further work with young people in Hammersmith and Fulham and Kensington and Chelsea
2. Work with the Programme Manager, Chief Executive and Office and Finance Manager to respond to funding opportunities and put in bids for funding.

Support Healthwatch Central West London's wider aims and objectives

1. Take part in one-to-ones, and take up opportunities to learn within the team, organisation and externally
2. Since job descriptions cannot be exhaustive, the post-holder may be required to undertake other duties which are broadly in line with above key responsibilities.
3. The post-holder is expected to observe and comply with all Healthwatch Central West London policies and regulations, for example the Code of Conduct, Health and Safety, Data Protection, and Equality and Diversity.

To apply

Send a C.V. and covering letter detailing how you meet the criteria in the Person Specification to: carena.rogers@healthwatchcentralwestlondon.org

Deadline for applications is 22nd April 2019. As we are looking for an immediate start we may appoint before the deadline.

Person specification:

Essential Qualifications:

- Degree level qualification or equivalent
- Substantial experience of working with young people and engaging with them to deliver projects and develop skills
- Enhanced DBS clearance

Essential Skills; Experience and Attitude:

Personal style and behaviours:

- A committed, tenacious individual who will support young people to proactively respond to the changing health and care environment
- You take a resourceful and innovative approach to problems and a proactive approach to new opportunities
- Confident and resilient in challenging situations, with demonstrable experience of inspiring young people to be engaged and to take personal responsibility within projects.

More About You:

Knowledge, skills and abilities:

- Good oral and written communication skills with an ability to engage effectively with a range of stakeholders, both within and outside the organisation
- Strong interpersonal skills and the ability to work with a diverse range of young people
- Ability to develop and deliver training to support project delivery
- Able to compile and collate qualitative analysis to produce reports
- Highly organised and motivated
- Ability to multi-task and adapt to rapidly changing situations
- Basic knowledge of health and social care and how it affects young people
- Discretion in the handling of sensitive and confidential information
- Experience of identifying and applying for external funding opportunities
- Experience of using and manipulating Microsoft packages (including Word, Excel, PowerPoint, Outlook) and other database packages

- Flexible attitude to working environment and ability to work as part of a small and dynamic team
- Ability to work on own initiative and to be proactive in developing relationships with other community partners and statutory providers across the three boroughs.
- The post-holder is expected to observe and comply with all HWCWL policies and regulations, for example the Code of Conduct, Health and Safety, Data Protection, and Equality and Diversity
- Ability to work to some evenings and weekends
- Demonstrate an understanding and commitment to the values of HWCWL:

Our Values

Independent	An independent and trusted advocate for residents and stakeholders alike.
User Focused	We will work with people, not do to people, upholding the Healthwatch vision of championing the rights of the consumer in how health and social care is designed and delivered.
Inclusive	Our work and how we do it will reflect our communities and their diversity. We will use this understanding to challenge health inequality and the impact it has on peoples' lives.
Well connected	Building knowledge, support and local networks that that strengthen peoples access to services when, where and how they need them.
Add Value	We will not recreate or replicate the work of others where it is done well. We will bring our skills, resources and learning to new partnerships where we know we can make a difference.
Evidenced Based	Always use evidence to underpin our priorities and target our efforts in order keep our goals realistic and achievable.