



Job Description

Job Details

Job Title	Climate Action Fife Youth Worker (22 hours)
Location:	Fife Wide
Line Manager:	Manager

Main Purpose of Job

- ✓ Responsible for developing and delivering the Youth 1st activities for the Climate Action Fife programme.

Duties and Responsibilities

Climate Action

- Develop the climate action programme to include a series of talks, workshops, and events.
- Work with young people to develop the programme.
- Deliver the climate action programme to youth clubs and young people around Fife.
- Work with small groups of young people to plan and deliver on a climate action project/pledge.
- Build and manage relationships with key stakeholders and the Climate Action Fife partners.
- Be an ambassador for living a climate friendly life and be passionate about passing on this message.
- Accredite the work young people do by supporting them to complete Youth Achievement Awards (or Hi5/Dynamic Youth Awards).
- Take part in Climate Action Fife training
- Coordinate with the Climate Action Fife partnership to feedback on and support ongoing work.
- Monitor and evaluate the programme and provide regular updates both verbal and written as required.

General

- Meeting with line manager on a regular basis to discuss and agree aspects regarding the development of the project.
- Collaborate and work in partnership with the B:activ co-ordinator.
- Provide our network with regular updates by posting on social media.
- Using youth work methods, work with and support the participants throughout the project.

Supporting Youth 1st

- Network with relevant agencies to increase awareness of the project and Youth 1st.
- Liaise and support the Network Support Team to understand the needs of members.
- Diversify the offer of youth work activities available to our members.
- Participating in relevant training courses as required.
- Provide network support to an allocation of the Youth 1st membership.
- Promoting the work of Youth 1st in a positive and exciting manner.
- Visit groups, provide information and training where required.
- Deliver sessions for/with B:activ team when required
- Other reasonable duties as identified by the Line Manager.



Person Specification	
Qualifications	<ul style="list-style-type: none">• Relevant qualification in youth work or equivalent
Relevant Experience/Knowledge	<ul style="list-style-type: none">• Experience of Youth Work• Experience of developing and delivering to young people• Ability to work in partnership in a range of settings• Ability to engage positively with young people
Skills and Abilities	<ul style="list-style-type: none">• Strong organisational and programme development skills gained in a relevant youth-focused environment• Ability to motivate others, engage and encourage participation.• Administrative, planning and evaluation abilities – good written and verbal reporting skills with the ability to plan and evaluate services and produce written reports• Ability to work to deadlines under pressure and work flexibly in response to changing priorities• Excellent interpersonal skills with the ability to engage effectively with individuals at all levels.• Skilled user of IT with good working knowledge of MS Office• Ability to travel throughout Fife to deliver sessions and attend meetings.• Ability to work flexibly including evenings, occasional weekends and school holidays.
Personal Attributes	<ul style="list-style-type: none">• Passionate about and keen to act on climate change• Self-motivated with enthusiastic and energetic approach• Confident approach to own learning and continuous improvement of your work• Actively demonstrates the values held by Youth 1st



Working with Youth 1st	
Salary Range	£22,386 per annum (Pro rata)
Hours of work	22 hours per week
Duration of Contract	5 years fixed term
Pension Scheme	Pension allowance of between 5% and 7.5% of gross salary, matched by the employee's contribution
Leave	8 weeks paid leave per annum (pro rata for part time workers) inclusive of public holidays, increasing to 9 weeks after 5 years' service.
Other Information	<p>The Job Description is purposefully intended to be of a general nature, defining the main elements of work required for the successful operation of the work of Youth 1st. Job posting is subject to a mandatory PVG.</p> <p>It is recognised that changing circumstances will have a direct bearing on the balance of duties at any particular time. As part of a continuing process, objectives and priorities will be kept under regular review.</p> <p>Youth 1st is a voluntary organisation and is monitored by a Voluntary Board of Trustees.</p> <p>Youth 1st is a Scottish Incorporated Charitable Organisation. Registered Charity: SC006872.</p>