YOUTH OPTIONS

Youth Support Worker - Basingstoke Part Time



A Better future

www.youthoptions.org.uk



Empowering and inspiring

Children and Young People

Youth Options works with children and young people across Southampton and west Hampshire. We believe that all children and young people can achieve a better future if given the chance. You can help us achieve that vision.

Our mission is to support children and young people to engage, develop and become empowered to achieve a better future. We believe that every young person has the potential to realise their abilities and aspirations and make a valuable contribution to their communities.
We focus our work on three key areas:

Prevention: supporting children and young people to engage positively with their friends, family and local community, particularly in areas of need through street-based and centre-based youth work.

Targeted action: one to one and group support focusing on achieving positive outcomes including engagement children and young people in nature-based, outdoor learning.

Progression opportunities: supporting young people to take personal responsibility for their future through gaining qualifications, volunteer placements and employability programmes.

Why us?

Our staff care passionately about supporting children and young people. We see the potential in our staff and support everyone through training to ensure they have the skills they need to help children and young people achieve.

91% of staff say we are living our charity's values and behaviours.

- Generous annual leave (minimum of 32 days holiday a year, increasing with length of service)
- Additional time off at Christmas
- Fair rates of pay (starting salaries aligned to Living Wage Foundation)
- Company pension scheme
- Health care scheme
- Options for flexible working
- Annual staff away day
- Annual whole staff team building day
- Comprehensive and ongoing training
- Investors in People accreditation
- Christmas Party and other socials

Equality and Inclusion
We are committed to making sure Youth Options is a safe place for all our staff. Diversity and inclusion are celebrated across the organisation. Our aim is for all staff and volunteers to bring their true self into the work place.

Safeguarding
Our work with children and young people and keeping them safe is the most important thing we do. We are committed to the safeguarding of children in all areas of our work. Successful applicants will be expected to be compliant and sign up to our Safeguarding policy.



Our Values

Inspiring: We inspire children and young people to achieve their own potential.

Supportive: We create a supportive environment for children, young people, colleagues and partners.

Committed: We are committed to enabling children and young people achieve a better future.

Be the Difference



Contract Type: Permanent
Location: Basingstoke
Hours: Part Time (7-16 hours including 2-3 evenings per week)
Reports to: Team Leader
Starting Salary: £24,570 - £27,300 pro rata

The Role

We are excited to be establishing our services in Basingstoke which will be your main area of delivery. This is a new project which you will have the opportunity to shape and drive forward.

This role requires a Youth Support Worker who is compassionate, enthusiastic and committed to making a difference to the lives of children and young people. You will need to be flexible, creative, caring and have experience of working with children and young people in a variety of settings to offer high-quality, youth-led activities. There may be opportunities to work across our services but your focus will be our prevention services.

Our prevention services include providing diversionary activities, informal learning opportunities and information and guidance delivered through open access play sessions, community based and detached youth work and centre-based provision. The support we offer ensures that young people are better informed about life choices and the opportunities available to them as well as having the opportunity to improve their social and emotional capabilities.

We are looking for an experienced Youth Support Worker to join our team to deliver community-based youth work across Basingstoke. Through detached youth work, open access play sessions and centre-based sessions you will be involved in the delivery of a range of activities and services including sports and games, arts and crafts, life skills workshops, information, advice and guidance.

Services are primarily delivered in the evening and you will be required to work a minimum of two evenings per week; occasional weekend working may be required.

Responsibilities



Children and Young People/ Programme Delivery

- To support the development and implementation of a varied programme of interventions and activities to meet the needs of the young people
- To engage young people in a process of personal and social development through outreach work, youth centre based work and individual support
- To manage groups of children and young people, and be responsible for their care whilst they are participating in activities and programmes
- To support the development and implementation of a fully diverse holiday programme that meets the needs of the young people
- To make decisions in the best interest of the project and young people
- Take lead responsibility for ensuring safeguarding concerns are identified, recorded, and reported in accordance with Youth Options' safeguarding policy and procedures
- Proactively build trusting relationships with young people to encourage open communication about concerns or issues
- Ensure outcomes and outputs are met and recorded
- To maintain contact records, registers of attendance and activities experienced by all participants
- To keep accurate records of all sessions, individual meetings and actions taken in relation to children and young people
- Ensure session plans have been completed and any organisational requirements for the delivery sessions have been met including purchase orders and venue bookings etc
- To liaise with parents/carers dealing with issues as and when they arise

Staff & Partners

- To attend team meetings and liaise on a regular basis with other team members to ensure the needs of young people are regularly reviewed
- To attend internal and external meetings as required
- To ensure the Team Leader/Head of Service receives correct information for inclusion into relevant returns and monitoring reports
- To develop and promote partnerships that link to existing activities provided by partners from statutory, voluntary and private agencies

Responsibilities



Monitoring and Evaluation

- Monitor the work you deliver to ensure outcomes for children and young people are being achieved
- Ensure that monitoring and evaluation of services is planned into all projects
- Gather relevant information for the monitoring and evaluation of projects using a range of appropriate tools

General

- To undertake relevant training as necessary to enhance personal skills and professional development
- To work regular evenings and occasional weekends as required
- To be familiar with, and work to all Youth Options' policies and procedures
- To support the organisation in fundraising activities
- Comply with any reasonable request from their line manager
- Proactively escalate concerns (safeguarding, behaviour, environment, etc.) to the Team Leader/Head of Service in a timely manner.
- Maintain and contribute to a culture of continuous improvement and reflective practice.

Health & Safety

- To implement the health and safety policies for their area of work
- To ensure risk assessments are carried out for all activities undertaken in their area of work
- To identify and report safety related problems
- To ensure that the correct procedures are followed for incidents/accidents

Under the Health & Safety at Work Act, all employees are required to take care of their own health and safety and that of other employees in complying with their statutory duties. It is the responsibility of the employee to ensure that they are familiar with and work to the Youth Options' Health & Safety Policy.

Equality and Diversity

Youth Options operates under an Equality and Diversity Policy and it is the responsibility of the employee to ensure that they are familiar with this policy and understand their responsibility to adhere to it in their daily working practice.

Person Specification

Qualifications:

- Level 3 qualification in relevant subject (Youth and Community, IAG etc) – Desirable
- A range of youth focused qualifications (Information, advice, guidance, SRE, Drugs and Alcohol, Challenging Behaviour etc)

Experience

- Working with children and young people (Minimum 1 year)
- Working with at risk or vulnerable children and young people
- Planning and delivering effective programmes of work for children and young people
- Experience of working with children and young people in community settings including detached or outreach youth work
- Experience of delivering issue-based training or support including around drugs and alcohol, sexual health and healthy relationships

Knowledge

- Knowledge and understanding of safeguarding
- Understanding of the principles and practices of equality and diversity
- An understanding of the diverse needs of socially excluded children and young people and the issues that lead to social exclusion
- Understanding of Health and Safety and safe working practice when working with young people and families

Essential Skills and Competencies

- Ability to positively engage with children and young people in a variety of settings
- Ability to plan, prioritise and manage own workload
- Ability to implement and review programmes of work with children and young people
- Excellent communication skills
- Ability to motivate others

Personal Qualities:

- Committed
- Supportive
- Inspiring
- Impartial and non-judgemental
- Team player
- Flexible and adaptable

Other:

- Ability and willingness to work flexible hours including regular evenings and occasional weekends
- Ability to drive and access to own vehicle

How to Apply

Please complete a Youth Options application form and email to admin@youthoptions.org.uk; please use the job title and your name in the subject line of the email.

Timetable

1. Applications will be reviewed as they are received, and successful applicants invited to interview; we reserve the right to withdraw the advert early if we appoint prior to the closing date
2. Final deadline for receipt of applications: **5pm 26th September 2025**
3. Applicants who have not already done so will be asked to complete an application form prior to interview in order to comply with safer recruitment guidelines
4. 1st stage interview will take place on: TBC on an individual basis with successfully shortlisted candidates

In your application e-mail, please highlight any dates when you will not be available or might have difficulty with the indicative timetable.



Queries

If you have any questions about the role or the application process, please contact admin@youthoptions.org.uk or 01794 525510

Pre-employment Checks

Employment with Youth Options will be subject to the following checks prior to your start date

- a satisfactory police record check to include a Disclosure and Barring Service (DBS) check
- receipt of two satisfactory references
- proof of eligibility to work in the UK

Youth Options believes passionately that children and young people should have the opportunity to realise their potential, no matter what their life circumstances. We empower them to develop their social and emotional well being, improve engagement with learning and make positive choices for a better future.

Each year we work with thousands of children and young people to achieve this aim.

Our highly skilled Youth Support Workers and Outdoor Learning Leaders inspire young people to realise their potential and connect with nature. We also work with families and run a number of preschools, breakfast, and after school clubs to help children get the best start in life.

A Better Future

Suite 3 Crescent House, Yonge Close, Eastleigh SO50 9SX
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YOUTH OPTIONS