

Programme Facilitator (Youth Violence)

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Job Title	Programme Facilitator (Youth Violence)	Line Manager	Programme Manager (Youth Violence)
Job Type	Full Time	Time Period	1 Year Fixed (with a view to extending)
Hours Per Week	40	Rate Per Annum	£21,340.80 (Band F1)
Allocation of Hours	Monday - Friday, 9am - 5pm, some flexibility available (including working from home), with a need to work some evenings and weekends		
Start Date	January 2021		

Job Description - Are you passionate about working with young people, supporting them to make a difference and have excellent facilitation skills?

Join an exciting, fast-paced and growing social enterprise as our Programme Facilitator (Youth Violence & Social Action), with responsibility for assisting the programme manager with the delivery of a youth social action programme with a focus on youth violence. Applicants will need excellent communication skills, facilitation experience and experience of working with young people. You will need to be hard working, enjoy working as part of a team and in partnership with other organisations, and have the ability to empower young people to be proactive in making a difference. We would particularly welcome applications from people with lived experience of violence and/or racism.

This is an exciting opportunity to hear young people's voices, views and ideas about the impact of youth violence on their lives and how to improve the situation. The Peer Action Collective is a national project funded by the Youth Endowment Fund. Unloc is one of three regional partners (working collaboratively alongside Artsworld and Youth Options) to deliver the project in Hampshire. Unloc's key part of the programme is the delivery of a Changemakers programme designed to incubate young changemakers to carry out social action projects with a focus on youth violence.

Unloc was founded in 2013 by award-winning young leaders and advocates Hayden Taylor and Ben Dowling. Our mission is to empower young people to be innovative changemakers who seek to build stronger communities and sustainable businesses. We develop young people's skills, enhance their potential and boost their determination to succeed. This is encapsulated in our 'Developing Young Potential' tag-line. We work towards our mission by delivering inspiring educational programmes in our network of 100+ schools and colleges.

Our agile team, based at our central HQ in Portsmouth, are looking for a dedicated individual passionate about supporting and developing young people through social action. We pride

ourselves on being innovative, embracing new technology and ensuring that we have young people at the heart of everything we do. This approach is summarised in our 7 pillars:

- Developing young people's confidence and aspiration
- Tailoring programmes to meet young people's needs
- Investing in young people's skills
- Engaging young people through innovative approaches
- Championing young people's successes
- Working closely with partners
- Demonstrating youth leadership with a dynamic team

What we offer:

- A fun, driven and passionate team.
- Technology including a MacBook and phone to make your working life easier.
- Growth: we invest in individuals and are an ambitious organisation.
- The opportunity to work with amazing young people.
- A flexible approach to working life and 28 days holiday plus a week at Christmas and all bank holidays (not already falling within the Christmas break); a total of 38 days holiday (full time equivalent).
- Access to PerkBox, an external employee benefits & rewards scheme, including a salary sacrifice scheme for childcare, a free railcard, a free 'weekly treat' (a Nero hot drink or Greggs roll), and a plethora of exclusive discounts.

All appointments are subject to pre-employment checks returning satisfactory results including an Enhanced DBS Check, a List 99 Check and Right to Work checks. We carry out these checks as an organisation that undertakes 'regulated activity' as defined by the Safeguarding Vulnerable Groups (SVG) Act 2006. Please note that such checks will include both spent and unspent convictions. Any candidate with convictions relating to offences against children or other vulnerable people will be deemed as unsuitable to work at Unloc and any job offer will be made on this basis.

The recruitment process is outlined in Unloc's Safer Recruitment Policy available at <https://unloc.org.uk/policies>.

Specific Responsibilities:

(with support and oversight from the Programme Manager)

Organisation and facilitation of the Peer Action Collective Social Action Groups

- To lead, organise and facilitate the monthly check ins with each individual social action group. Each group will include around 5 - 7 young people and will also include keeping in touch with each group throughout the programme duration, ensuring they stay on track with their social action projects.

Supporting with the organising, planning and co-facilitating changemaker days and events

- To support the organising, planning and co-facilitating of the changemaker community days and events. These 1-day events will take place in a variety of education and community settings in Portsmouth & Southampton, engaging young people in discussions on violence in their community, introducing them to social action and taking part in 'leading change' workshops. Each event will involve 10-15 young people, primarily aged 10-14.

Supporting with the organising, planning and co-facilitating a changemakers incubation programme

- To support the organisation, planning and co-facilitating of the Peer Action Collective Incubator Programme. A 9-month programme for young people to develop their skills, ability to lead change and undertake social action programmes.
- Each of the 3 cohorts will participate in 4 immersive weekend experiences (phases) along with monthly social action catch ups.
- Each cohort of the Incubator will involve 20 young people, primarily aged 15-19.

Providing regular updates to the Programme Manager

- To provide regular (written or verbal) updates to the Programme Manager on current progress and achievements of the peer action collective programme, this includes using and keeping the Unloc project management tracking software up-to-date .

Supporting other Unloc projects and programmes

- To aid other Unloc projects and programmes as and when required by the team (in consultation with your line manager). This may include being an additional member of staff on events or collaborating with other team members on a more ongoing basis.

Providing additional support and opportunities for students

- To provide support and additional opportunities for young people you work with where possible.

Person Specification:

Qualifications

Essential:

- GCSE Maths and English at grade A*-C / 9-4 (or equivalent).
- Two A-Levels at grade A*-C (or equivalent).

Desirable:

- Level 2 ICT qualification.
- A Bachelor's Degree in a relevant subject (or equivalent industry/community experience).

Experience and Knowledge

Essential:

- Previous work with young people.
- Previous experience facilitating sessions/workshops

Desirable:

- Previous knowledge of the education sector.

- Previous experience of Youth Violence

Abilities and Skills

Essential:

- Ability to prioritise and manage own workload.
- Ability to work both independently and as part of a team.
- High-level communication skills including written and verbal communication.

Desirable:

- High level of skill when using G Suite.
- Ability to maintain a professional online image including social media platforms such as Facebook, Instagram, LinkedIn and Twitter. This includes promoting Unloc's work and opportunities for young people.

Other

Essential:

- Willingness to undertake staff training and development as required. This could include the opportunity to undertake a degree level apprenticeship.
- Willingness to travel across the Solent region on a frequent basis and sometimes further afield.

Desirable:

- A full UK driving licence.

Job Description & Person Specification: [Click here to download.](#)

Applications: [Click here to apply.](#) The deadline to apply is 10th December 2021, with interviews taking place on 13th December. Applicants may also be contacted before for an earlier interview should the applicant particularly impress the recruitment panel.