

## **SURREY DOCKS FARM: Vacancy**



**Job title:** Saturday Youth Assistant

**Reports to:** Youth Manager

**Contract:** Part-time

**Hours:** Saturdays 9am - 5pm (one hour lunch unpaid)

**Salary:** £10.75/hour (London Living Wage)

**Annual leave:** 6.5 days

### **Background:**

Surrey Docks Farm welcomes the whole community to learn about farming and food production on the banks of the Thames in Rotherhithe. The Farm delivers an outdoor educational Youth Programme engaging local young people aged 2 - 18 through toddler clubs, youth clubs, family cooking sessions and holiday clubs. The Youth Clubs enable young people to take part in an established and successful community weekend programme of environmental, farming and food production activities to support healthy lifestyles and contribute to the local community.

This is an exciting time to join the Farm with young people at the heart of our programme, steering the decision making processes at every level through a Youth Committee and carrying out projects they are passionate about. Through the Youth Clubs, young people are provided with leadership opportunities, develop their knowledge, skills and experiences in a range of outdoor activities, are involved in off site educational visits, receive AQA unit awards, carry out social action projects and contribute to Farm events and shows. Feedback from young people has demonstrated that involvement in the Farm's Youth Programme enriches their lives and challenges them in constructive and meaningful ways.

The Farm is a recognised centre of excellence in youth provision and holds the London Youth Bronze Quality Mark accredited by City and Guilds.

### **Purpose of the role:**

The central focus of the role is to support the development of 20 Young Farmers (aged 8 - 14) across two youth clubs on Saturday, assisting those with varying levels of need and experience from wide ranging backgrounds. The Assistant will help, encourage, guide and support young people in animal care tasks, organic food growing, environmental conservation, creative arts, field trips, agricultural shows, social action projects and healthy cooking activities. The Assistant will work closely with two nominated young leaders in the group, ensuring they have the opportunity to share the views and thoughts of the others and learn new leadership skills.

The Youth Assistant will support and champion young people from across Southwark, helping to deliver an engaging and ambitious youth programme at a dynamic riverside city Farm. The Assistant will create ongoing opportunities for local young people, challenging them to develop new skills, realise their potential, contribute to the local community, work effectively in a team, champion for the protection of the local environment and share ideas.

The Assistant will have a well-developed understanding of how effective youth work improves the lives of children, supports resilient communities and fosters important relationships in the local area. The children we engage very often aren't thriving in school, lack consistency or come from low income families. The Assistant will support young people who might need extra help or encouragement, fostering an inclusive, supportive and safe environment for them.

The Assistant will help the Youth Manager gather evidence of the programme's effectiveness; contributing to internal quality monitoring and external reports to funders in order to make continual adjustments and improvements to the programme. The Assistant will work under the guidance of the Youth Manager in implementing the feedback of young people, responding to and listening carefully to their ideas and opinions.

The Youth Assistant will enable the project to take place seamlessly each week by contributing to session plans, ensuring involvement of the whole group, identifying opportunities for additional guidance or support, ensuring activities take place safely and in accordance with policies, upholding the values of the Club and the rules young people must adhere to and helping to provide meaningful commitment to young people.

### **Job Description:**

The principal responsibilities of the post are to:

- Assist the Youth Manager with the delivery of the weekly Young Farmers Club - supervising and supporting young people in animal care, food growing, environmental conservation, cooking and craft activities
- Assist children from a wide range of economic, social and cultural backgrounds in practical, outdoor tasks and team building activities
- Provide one-to-one support, encouragement and assistance to Club members with additional needs and those who are in young leader positions
- Foster positive relationships between the Farm and partnering organisations and charities from across Southwark and the wider area
- Assist with the planning and delivery of outdoor educational activities, events, trips and workshops
- Take responsibility for the preparation, maintenance and storage of educational resources, work spaces and equipment ensuring their cleanliness and safety
- Contribute to the Farm's monitoring processes including completion of registers, observation frameworks, journey logs, case studies and any other record keeping involved in the programme
- Secure and build upon positive relationships with parents, carers or guardians, fostering open, supportive and honest communication
- Carry out safeguarding duties with a good understanding of the Farm's policies and procedures
- Maintain channels of support with any third party agencies involved in the care of support of children and young people
- Accompany groups on occasional overnight trips and off-site visits
- Deliver occasional sessions in the Youth Manager's absence with the volunteer team
- Contribute to and uphold the codes of conduct for own work and that of children and young people; including Club rules, E-Safety, Behavioural code of conduct, Safeguarding and Health and Safety

**Person Specification:**

<b>Essential</b>	<b>Desirable</b>
Experience of youth work or informal education with 8-14 year olds	An understanding or awareness of the challenges facing young people, particularly in Southwark, Lewisham and Lambeth
A proactive self-starter with a positive 'can do' attitude.	Experience or awareness of youth-led working practices, with young people making decisions in the programmes development
Experience of engaging, motivating and enthusing hard to reach children from a wide range of economic, social and cultural backgrounds in informal group settings	Demonstrate reliability, enthusiasm and a hardworking approach for young people to model their own behaviour on
Ability and willingness to invest in young people at every stage of their development	Practical experience and/or knowledge of food growing, cooking, craft skills, bushcraft, environmental conservation and livestock
Confidence managing groups of young people, including setting and upholding appropriate boundaries and discipline, sometimes independently	Strong team working skills with ability to build positive relationships with others, e.g. parents and partner organisations
Punctual, reliable and able to manage time and workload effectively	Experience of working in the community sector with teams of volunteers
Sound understanding of child safeguarding procedures	Experience supporting children with additional needs, particularly those with ASD
Practical awareness of Health and Safety in the workplace, especially with regard to working with children on a public site	Ability to record data accurately and compile metrics for funding bids and reports including the use of Microsoft Word and Excel
Enjoy working outdoors in a variety of weather conditions	
Flexible - willing to work occasional evenings, at off-site visits and overnight trips	