

RESKAMMEL



# CAMELFORD TOWN COUNCIL

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Funded by Big Lottery Reaching Communities Grant

## Job description Youth Outreach Worker – OCM Regeneration Project

**Council:** Camelford Town Council  
**Hours:** 1 day per week, £5,000 per year (funding secured for 5 years)  
**Closing Date:** 10 July 2020\*  
**Shortlisting:** 14 July 2020\*  
**Interviews:** 17 July 2020 (via Zoom)\*  
**Start Date:** August/September 2020\*

Email CV to [admin@camelford-tc.gov.uk](mailto:admin@camelford-tc.gov.uk) or post to address above.

\*(COVID19 notwithstanding)

Due to the expansion of services being provided, the Town Council is looking for a reliable and enthusiastic person to provide youth outreach work at the Old Cattle Market (OCM) site in Camelford. This position has been funded by a Big Lottery Reaching Communities Grant (RCG), part of the regeneration of the Old Cattle Market Regeneration Project which was also funded by Sport England, Saputo and CTC. The new facility includes a new parkour area, gym area, multi-games court, community gardens, café/youth hub and additional ride-able and skate-able areas. The OCM skatepark was built in September 2018 and it is hoped that the Youth Outreach Worker will also re-launch, revitalise and manage the OCM Skatepark Club, which has stopped functioning due to lack of volunteers.

Extensive community engagement has formed this vision. The facilities and activities it proposes to offer are those that have been identified by our community. A wish to make life that little bit better, more enjoyable and more conducive to a sociable life where people will spend time together in a place they enjoy, with activities that will provide people with the confidence and skills to achieve their ambitions. Anti-social behaviour, low self-esteem, low aspiration are current issues in Camelford. This project seeks to show our community, especially our children/young people, that they are worth investing in, and provide a network of people who can guide, teach and inspire them. CTC believes that the facilities and activities proposed are the most effective response to the issues that Camelford faces.

The successful candidate will have:

- Proven experience of working with young people and vulnerable adults.
- Good standard of education to degree level or equivalent.
- Reliable, flexible approach to work. Some evening and weekend work may be required.
- Youth worker qualification or teaching qualification.
- Working knowledge of education and youth issues.
- Proven experience of developing, planning and running activities.
- Experience of running youth clubs.
- Knowledge of substance abuse, sex education and domestic abuse.
- Excellent communication skills at all levels.
- Ability to raise self-esteem and be a positive role model to our young people.
- Confidential, tactful, approachable and diplomatic.
- Friendly and positive disposition.
- Excellent initiative and creative thinking.
- Excellent problem-solving skills.
- An interest in skateboarding, scooter, BMX and parkour
- An interest in cookery, gardening and encouraging youth to recycle/respect the environment.
- Knowledge of Camelford and its issues would be advantageous.
- Experience of recording and monitoring statistics for funders.
- Emergency First Aid at Work Qualification (although this training can be provided).

1. In line with the objectives of the RGC, it is seeking someone to deliver the following activities in partnership with CTC:

**Year 1 Activity Plan – Summary of activities**

<b>Activity/Task</b>	<b>Personnel</b>	<b>Regularity</b>	<b>Actions</b>	<b>Timeline for Delivery</b>
Policy/Procedures/Budget	CTC, Youth Outreach Worker, OCM volunteers	As and when required	Meet every 2 weeks during to ensure all admin/budget policy and procedures Go through development plan	June 2020
Re-launch OCM Club – special opening event/Marketing and Outreach	CTC and Youth Outreach Worker OCM volunteers	One-off event and then a club night once a week	Marketing DJ/Disco Membership cards/forms Caps, T-shirts, hoodies	August 2020
Set up a Focus Group/Shout out for Volunteers	CTC and Youth Outreach Worker	Meet once a month	Recruitment – visit schools, meeting with OCM Club,	April 2020
Youth provision (Club night, snooker, wii, xbox games, dance offs, basic cookery including smoothies), crafts including tie dying, upcycling, pottery etc), film nights	CTC, Youth Outreach Worker, OCM Club, 4 Volunteers, local businesses, local artists.	Every week (not a Thursday as current youth club meets)	Membership forms/cards Ensure policies in place Identify any training needs Liaison with Old Bank to ensure our provision compliments and not in competition. Liaison with Tintagel Youth Club Liaison with local potters and artists	September 2020
Challenges	Youth Outreach Worker, CTC OCM Club	Children will be able to do in their own time.	Challenge boards ordered Wrist bands ordered Membership to Skate England Liaison with Mount Hawke Visits to schools – marketing via social media	October 2020  Awards ceremony at end of Year 1

			Specific training sessions to be set up – weekly	
Develop community gardens	Youth Outreach Worker, Volunteer Gardeners, Scouts/Cubs	Once a week	Gardening tools Market to schools	By March 2021
Repair Café	Youth Outreach Worker, OCM volunteer	Once a month	Liaise with VSF who have overseen repair café projects in Cornwall to find out what H&S or compliance to regulations needed Liaison with care homes	By March 2021
Parent and Toddler Skate Sessions	Youth Outreach Worker	Once a week	Marketing on social media and posters	October 2020
Ball skills sessions	Youth Outreach Worker	Once a week (1hr session, different skills each week)	Marketing on social media and posters	August/September 2020
Parkour Training	Youth Outreach Worker	Once a week (1hr session)		August/September 2020
Disability Sessions	Youth Outreach Worker Camelford ARB unit	Once a month (1hr session)	Liaison with ARB unit regarding safeguarding, risk assessments etc.	By March 2021

## **2. OCM Skatepark Club/Youth Night**

- a. Recruit volunteers (both adults and children) to help with club nights, competitions and events.
- b. To run a weekly skate/youth night and ensure that the young people play an active role in the club.
- c. To ensure all members complete a Youth Club Behaviour Contract, receive membership cards, and ensure all contact details for parents/guardians are completed, together with any health issues. All data should be kept in compliance with GDP Rules.
- d. To organise theme nights and planned programmes in partnership with the members.
- e. To support young people in evaluating youth activities/programmes.
- f. To develop relationships with young people that allows the development of one to one support, recognising different needs.
- g. To run complementing activities in partnership with the Café Manager and CTC, with regards to regular events organised by CTC, including Four Days of Fun, Winter Festival and Easter Activities.
- h. Report to CTC (or the police if applicable) any concerns for the welfare of young people.

## **3. Monitoring and reporting**

To assess, record, report and document attendance and success (including anecdotal evidence) of each activity and meet monthly with CTC to document findings and measure success. Create regular polls, surveys and questionnaires via social media, events, feedback sheets, to ensure that the activities being delivered are enjoyed and needed by the users of the site. Work with CTC and Café Manager to record visits to the OCM, including details of distance travelled and whether local or tourist.

## **4. Facilitating Activities**

To ensure any equipment for the activity is sourced (e.g. basketballs, mats, rackets) in partnership with CTC.

## **5. Development of Activities**

To ensure that activities are continually developed in line with Sport England and RCG objectives and the needs of the community. Work in partnership with the Café Manager and CTC.

## **6. Marketing**

To publicise and market activities and events at the OCM by way of social media, the OCM website, posters and visits to local schools. If requested by local press, write articles for publication (prior approval from the Clerk is required).

## **7. Liaison with Schools/Other Organisations**

To foster a good relationship with local schools and organisations that have a common interest in supporting our young people in terms of social skills, increasing and progressing physical activity and self-confidence/mental health.

## **8. Health and Safety**

To create and complete all necessary risk assessments required prior to each activity, and in line with CTC's Safeguarding and Health and Safety Policies. To ensure safe and accurate record keeping of all documentation. To ensure all equipment is safe and fit for purpose.