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**ROLE PROFILE**

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| **Role:** | Youth Engagement Worker (Part Time 21 Hours Per Week) |
| **Reporting to:** | Youth Engagement Manager |
| **Line managed by:** | Youth Engagement Manager |
| **Direct Reports:** | None |
| **Salary Scale:** | Band 8 – Pay point 32 – 35 [£29,271 - £31,634] |
| **Location:** | Regional Remit (Belfast-based) |
| **Date** | May 2025 |
| **Contract** | Permanent |

**Role Overview**

The Youth Engagement Worker will work as part of the Youth Engagement Team to ensure the ongoing development and delivery of children and young people’s engagement and participation. They will work to ensure their voice is at heart of our service and provide opportunities for children and young people impacted by cancer to positively affect change.

**The Youth Engagement Worker will:**

* Plan and deliver recruitment, training, and an ongoing programme of activity for the Youth Engagement Groups
* Plan and carry out recruitment, training and ongoing programme of activity for the Young Ambassadors
* Support children and young people to actively campaign on issues that are important to them
* Support Cancer Fund for Children in actively engaging with ongoing consultations and public campaigns
* Work alongside Youth Engagement Team members and wider staff team to ensure children and young people across our service have opportunities to have their voice heard and are given the opportunity to reflect on the support we offer to them

**Key Accountabilities**

1. **Operational Accountabilities**
   1. Where appropriate, feed into ongoing team meetings as part of the Community Team and wider Services Team.
   2. Work on delivery of the agreed ‘youth engagement strategy’.
   3. Establish and maintain close working relationships with key external organisations, who may provide support, training and/or collaboration opportunities in relation to participation, campaigning, and advocacy.
   4. Provide training and direct support to children and young people wishing to get involved in established youth engagement structures.
   5. Maintain confidential, accurate case records to account for all direct work with young people in receipt of Cancer Fund for Children services.
   6. The post holder to monitor and report on all progress against agreed action plan.
   7. Contribute to the development of new ideas and proposals for delivering services within realistic time frames and realistic budgets.
2. **General Accountabilities**
   1. Provide accurate data, as determined by the Youth Engagement Manager, on an agreed basis.
   2. Be cognisant and compliant with Cancer Fund for Children policies and procedures designed to meet service delivery requirements and that apply to the organisation as a whole.
3. **Financial Accountabilities**
   1. Work within agreed project expenditure, in line with budgets, up to a limit set by the

Youth Engagement Manager.

* 1. To submit all expenses to the Youth Engagement Manager monthly.
  2. To ensure responsibility of all resources held within the post’s remit, including equipment and facilities.

### General Duties:

* 1. To be available for planning, review, supervision, support and appraisal meetings.
  2. To be available for on-going professional development / training opportunities and to attend all mandatory training.
  3. To promote Cancer Fund for Children services available to children and young people and their families.
  4. To represent Cancer Fund for Children as delegated by the Youth Engagement Manager.
  5. To perform any other reasonable duties and specific projects deemed to be within the post-holder’s competence, as assigned by management to contribute to the overall aims of the Cancer Fund for Children.

**Person Specification**

| **Key Criteria** | **Essential** | **Desirable** |
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| ***Qualifications*** | * 3rd Level Recognised Professional Qualification in Social Work, Health Care, Youth and Community work or therapist.   ***OR:***   * At least 3 years relevant paid experience in a similar role. | * Registered with the Social Care Council or equivalent in Health / Youth Work. * Able to demonstrate clear evidence of ongoing professional development. |
| ***Experience / Knowledge*** | * Knowledge and experience of participatory practice with children and young people. * A working knowledge of the UN Convention on the Rights of the Child. * At least 3 years’ experience ofdelivering direct services to children/youngpeople and their families. * Proven experience and knowledge of using creative and needs-led methods of engagement with children and young people. * Knowledge of child protection legislation and procedures. * Experience of working within set budgets. * Experience of working with young people in groups. * Experience of organising groupwork sessions and events. | * Experience of working in the field of critical illness, disability, bereavement, and loss. * Knowledge of assessment tools/ methods. * Experience of completing assessments and delivering support plans. * Experience of advocacy/rights- based work with children/young people/parents. * Knowledge of relevant government policy supporting children and families affected by cancer. |
| ***Competencies*** | * Excellent written and verbal communication skills to include:   -Active listening skills  -Group work skills  -Assessment skills   * Strong report writing skills. * Monitoring and evaluation skills. * Ability to forward plan, prioritise and manage time/workload. * Proficient use of industry-standard ICT software, including database packages. * Innovative, resilient, and adaptable to change. * Ability to work both independently and as part of a team. | * Ability to develop relationships with a wide range of professionals/charities and other stakeholders. |
| ***Job Circumstances*** | * Ability to travel as required. * Driving licence or alternative means of flexible transport. * Work flexible hours including evenings each week and weekends. |  |