

## Night Youth Support Worker

### Job Description

**Job Title:** Night Progression Coach

**Salary:** £24,313 per annum (Part-time, pro rata)

Benefits include:

- Generous annual leave allowance
- Fair company sick pay
- Maternity leave
- Paternity leave
- Compassionate leave
- Pension scheme
- Life insurance policy
- Employment Assistance Program

**Department:** Young people's supported accommodation

**Reports to:** Supported accommodation manager

**Availability:** 27- 37.5 hours per week [Cherwell, Oxfordshire]

**Candidates will need to be able to drive and have access to a vehicle.**



## **Job purpose**

The Night Progression Coach is one of the most important roles within the YPSA service in Oxfordshire, providing essential overnight support. **All progression coaches will passionately believe in the potential of all young people** to achieve their goals. It is the job of the Night Worker to build meaningful relationships with the young people and provide a reassuring, consistent and supportive presence over the night time period. Night Workers will be confident at de-escalating crises. They will work with a solutions-focused mind set to helping the young people address any challenges they may have faced in their day or evening, reinforcing the positive progress they are making in their work with their day time Progression Coach.

### **A youth work and trauma-informed approach is adopted by progression coaches which means:**

1. You will listen to and be led by, the needs, ambitions, and assets of the young person
2. You are an advocate for and champion of young people's ability to acquire the skills needed to transition into a happy, positive, and healthy adulthood
3. You are a reliable, consistent, and aspirational role model. Coaches exercise clear and professional boundaries which creates safety, respect and trust and is paramount to success.

You will receive high quality training to ensure they feel confident and motivated to help build skills in emotional literacy, emotional regulation, de-escalating conflict, mental health first aid, safeguarding, physical wellbeing, financial empowerment, boundaries, creativity, and group skills.

## **Key responsibilities**

### **The Night Worker Progression Coach will:**

- Positively engage with young people through conversations and providing listening support to young people when needed.
- To work proactively with multi-agency workers for all safeguarding matters.
- Respond to issues and concerns and exercise excellent crisis management skills
- Ensure risk assessments and safety plans are regularly updated in line with policy and procedures
- Provide high quality and intensive support to young people who enter the E-Beds, also working sensitively to the needs of the young people who will be sharing the accommodation to mitigate risk and negative impact
- Deliver consistent boundaries and expectations to young people to ensure a feeling of safety, trust and fairness. All PCs will undertake professional boundaries training.
- Provide evidence-based therapeutic approaches such as Trauma-Informed Care, Psychologically Informed Environments, and Restorative Practice.

- Produce daily logs for each shift outlining issues raised, which can then be taken up by the daytime Progression Coach where appropriate.
- Proactively champion the young people to get involved in the co-design of the model, and help support young people to be confident in giving authentic and honest feedback, ensuring young people are actively listened to and their ideas, interests and concerns are central to our engagement process.
- Maintain proper record keeping, including reporting incidents and complaints.
- Complete and return all required information in relation to staff terms and conditions, pay and sickness as outlined in Oxfordshire Youth policy.

### **Main Duties: Working with young people**

- Carry out nightly checks on the hubs they are responsible for
- Assists with housing management and appropriate general support
- Supports residents to be involved in the running of the house through house meetings and by responding to residents' issues and concerns

### **General**

- To attend team meetings and regular supervision with line manager
- Keep up to date with relevant and associated policy developments, adhering to Oxfordshire Youth's policies and procedures
- To ensure all pre-employment checks are carried out in accordance with Oxfordshire Youth's guidelines, policies, and procedures
- To undergo training enabling personal and professional development
- To undertake other relevant duties related to the further development, promotion and sustainability of the charity

### **Safeguarding**

- Understanding that safeguarding children, young people, and adults is everyone's responsibility and you will have access to training and supervision, which is appropriate to the role (including undertaking a DBS check appropriate to your role)
- To ensure concerns from young people are responded to appropriately in line with Oxfordshire Youth's policies and procedures

***This job description is subject to amendment following discussion with the post holder.***

***Specific tasks and duties will be shared at the interview and during the induction process***

## What we are looking for

- Similar experience in a Youth Worker, or experience working directly with young people
- Proven track record in managing/coordinating similar services
- An understanding of the many issues affecting young people such as mental health, substance misuse, sexual health and homelessness.
- Experience of working effectively in a team (internally and externally), able to think creatively and solve problems
- **Full, clean, valid UK driving license with access to own vehicle**
- IT skills including Excel, Word, PowerPoint and CRM systems, excellent verbal, and written communication
- A flexible approach to work, including a willingness to take on tasks outside the usual remit and to work irregular hours
- Ability to assess and manage risk
- An unwavering commitment to Oxfordshire Youth's vision, mission, and values
- Integrity and discretion when dealing with sensitive information, and a commitment to treating people equally with no unconscious bias
- Commitment and accountability of your own learning and development
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## Other desirable skills

- Vocational qualification(s) in related fields including mental health, young people's social care, youth, and community development
- Responding to concerns and complaints raised by children, young people, or sector organisations
- Experience in working for a non-profit organisation in the UK

### **Applications will be reviewed as and when they are received.**

To apply, please send a copy of your CV accompanied by an application form to [recruitment@oxfordshireyouth.org](mailto:recruitment@oxfordshireyouth.org) alternatively, [click here](#) for more information.