

## AYLESBURY WOMEN'S AID (AWA)

### JOB DESCRIPTION

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|------------------------|----------------------------------------------------------------------------|
| <b>Post:</b>           | <b>Youth Worker</b>                                                        |
| <b>Hours of Work:</b>  | <b>30 hours per week (Term time only)</b>                                  |
| <b>Location:</b>       | <b>Outreach Centre</b>                                                     |
| <b>Salary:</b>         | <b>£22,911 - £26,317 (NJC points 15 - 22) pro rata (£15,344 - £17,625)</b> |
| <b>Allowances:</b>     | <b>Casual Car User</b>                                                     |
| <b>Responsible to:</b> | <b>Deputy Director of Services/Outreach Manager</b>                        |

AWA is a company limited by guarantee and a registered charity

#### **The purpose of Aylesbury Women's Aid is:**

*'to exist for the benefit of all women and their children who are experiencing physical, mental or sexual abuse in their relationships and to offer support, information, advice, access to temporary accommodation and aftercare'.*

#### **Job Summary**

To support the aims and principles of Aylesbury Women's Aid. To provide a service primarily for 11 – 17 year old girls and boys who live in the Aylesbury Vale area by offering services that focus on their personal and social development needs as well as redressing any inequalities they may be experiencing.

#### **Main Duties and Responsibilities**

1. Deliver groups for young people that focus on raising young people's awareness of their rights to feel safe and identify ways of managing conflict as well as encouraging them to seek support when needed.
2. Offer one to one sessions with young people in a safe environment to give them an opportunity to explore and express their feelings and develop their self-esteem and confidence.
3. Deliver relationship workshops in schools and youth settings.
4. Provide advocacy and signposting for young people as required.

*All direct work with young people to incorporate:*

- *Identifying specific emotional and behavioural issues resulting from the abuse, direct or indirect, that the young people have experienced and respond appropriately*
  - *Respecting and valuing the opinions of the young people and focusing on empowerment to enable young people to reflect and learn from their experience of domestic violence and make choices about their present and future options*
5. Offer presentations and training around the issues of domestic violence and young people to schools, youth settings and other organisations as required.
  6. Promote the needs of young people experiencing domestic violence.
  7. To work within child protection requirements and procedures to ensure that children and young people are safeguarded and their welfare promoted.

8. To maintain clear and accurate records of work practice including using a computer system.  
All records to be kept in line with established record keeping and confidentiality policies ensuring records are updated regularly.
9. To keep monitoring and statistical information to enable the evaluation of the effectiveness of the service and to produce reports as required.
10. To liaise with relevant local agencies and community groups to ensure productive and collaborative working.
11. To raise awareness of the issues of domestic violence and its effect on children and young people through direct service provision and promote Aylesbury Women's Aid's services where appropriate.
12. To attend organisational meetings, events, relevant training and participate in regular staff meetings.
13. To give support during busy periods or staff shortages to other workers when necessary.
14. To ensure that all health and safety regulations are complied with.
15. To take all possible steps to ensure the safety and confidentiality of clients, staff and management.
16. To undertake any additional duties from time to time as agreed with the Director of Services to ensure the smooth running of Aylesbury Women's Aid.
17. To cooperate with management, support and carry out all management policies and decisions, and contribute to a positive and mutually encouraging atmosphere in the workplace.
18. The duties of the post may vary from time to time without altering its overall nature.