

ACTIVE LINK YOUTH & SPORTS ENGAGEMENT MENTOR

JOB DESCRIPTION

POST: Youth & Sports Engagement Mentor

LOCATION: Office work will be remote. Youth engagement will be based in Northamptonshire.

REPORTING TO: Operations Manager

SALARY: £13 per hour (full time equivalent salary £25,350)

HOURS: 12 hours per week

CONTRACT START DATE: Apr/May 2024 (checks and references depending)

CONTRACT END DATE: Jan 2025 (with the possibility for extension to the contract)

DBS CHECK: Successful applicants will be subject to references and DBS checks

JOB PURPOSE

This is an exciting new role to support our charity, Active Link, in building positive paths supporting vulnerable young people of secondary school age who are disengaged in education.

Working closely with colleagues from across the organisation, the Youth & Sports Engagement Mentor will play a crucial role in engaging the young people we work with on our programmes and acting as the link to support them in engaging with positive activities inside and outside of school. This could include supporting young people with a range of issues such as coping with social pressures, emotional wellbeing, physical inactivity, financial difficulties, crime, loneliness, bullying, relationship issues and family problems. We focus on three main areas that may be having a negative impact on the lives of the young people we work with causing them to be disengaged in education – school, home and community.

The successful candidate will be an excellent communicator, passionate about supporting young people to live better lives and dedicated to reducing inequalities in the local community.

ABOUT US

Active link a charity named by young people. Our programmes are designed with young people, for young people.

Active Link is a UK charity, based in Northamptonshire supporting vulnerable young people of secondary school age who are disengaged in education. Providing mentoring and co-created physical activity and wellbeing programmes in and out of school. Our programmes not only benefit the young people we work with but the families/carers, schools and wider community too.

Active Link exists to show young people that through self-belief, empowered by co-creation and guidance they can achieve great things in life. We want young people to be told “yes you can” to help set them on a path to reach their fullest potential.

Every child, regardless of their background and current situation, deserves a high-quality education that allows them to thrive and paves the way to a successful future. Evidence suggests that there are fundamental links between poverty, mental health, being in care and having low attainment in school and becoming a NEET (Not in Education, Employment or Training). There are further correlations between being a NEET and displaying anti-social behaviours and/or becoming involved in crime.

Active Link recognises the need to change the approach in supporting our young people and schools to prevent failure.

We create positive paths that aim to break the cycle of unemployment, poverty, increased mental health concerns and pathways into the criminal justice system.

No matter what cards we've been dealt in life, everyone should have the opportunity to succeed. Using physical activity as a vehicle for change, we aim to increase confidence, provide opportunities, use positive role models and ultimately raise the life aspirations of young people we work with.

By working in partnership with community-based organisations and businesses who share our values, we help young people gain that essential initial start in life by improving their health, wellbeing and boosting their life aspirations to help them be the best they can be.

For more information about us and our projects visit [Active Link](#)

JOB SUMMARY

We are recruiting a team of Mentors to join the organisation at an exciting time in the charity's development. Working across the charity, the successful candidate will be responsible for supporting the young people we work with on both a practical and project level, in the line with our mentoring ethos, building long lasting trusted relationships that impact positive change.

This is an exciting, fast-paced role which plays a crucial part in the development and growth of our mentoring programmes that aim to build positive paths for the young people we work with. The role will support Active Link to build on our existing youth engagement and mentoring approach.

We are seeking articulate, self-motivated and proactive individuals who are innovative and passionate about making a difference. The candidate will have excellent project management and relationship management skills, be a confident communicator and an organised self-starter. This role provides a fantastic opportunity to grow and develop significant skills.

The admin side of the role will be a remote working role. The youth engagement side of the role will be based in Northampton. There will be occasional travel for meetings held in Northamptonshire and surrounding areas.

KEY ACCOUNTABILITIES

Delivery

- Ensure that all projects and engagement are delivered in line with The National Youth Agency guidelines around youth engagement
- To act as a link to support young people to engage in positive activities inside and outside of school, to include physical activity, wellbeing, and creative arts.
- Liaise with parents/carers to secure consent for participation in 1:1 mentoring, home visits and participation in out of school programmes
- Liaise with schools to identify and work with pupils who would benefit from our Active Link interventions, gain an understanding of the needs of the young people by agreeing objectives and appropriate exit strategies
- To organise and deliver safe and effective co-created group sessions to vulnerable young people
- Safely conduct 1:1 mentoring with young people through various methods of communication including by phone/video call, home visits or in school/community environments
- Ensure that agreed practices, protocols and procedures are followed particularly relating to child protection and safeguarding
- Undertake risk assessments to ensure that potential problems are mitigated prior to them arising, and any issues that do arise are handled appropriately

Monitoring and Reporting

- Report on the required aspects of the project as and when required
- Undertake quality and performance management to ensure that the experience for the young person is outstanding, that monitoring records are maintained accurately and securely and that progress towards the desired outcomes is evidenced
- To work to agreed targets and KPIs and driving forward the action to ensure that they are met
- Ensure that all performance data is captured, analysed and shared upon exit including any findings

Reputation Management

- To act as an ambassador for Active Link ensuring that our name and reputation are positively viewed by the young people and within the local communities
- To embed the values of the organisation into your working practices evidencing this regularly and ensuring this remains a priority

We are looking for agile and enthusiastic individuals, capable of absorbing key information quickly, as well as the ability to handle a diverse workload in order to meet the fast pace of the organisation. Active Link is a small, ambitious charity working to bring about change. The ideal candidate will be a self-starter with strong communication skills and work well with a small team who shares our passion for making a difference to the lives of young people in the most need.

PERSON SPECIFICATION

Skills / Knowledge / Expertise
Essential • Experience in delivering projects for young people • Experience of being a positive influence for young people and supporting them to engage with physical activities, wellbeing, and creative arts sessions. • Knowledge of local needs of young people within Northamptonshire • Understanding risks and support required for working with vulnerable detached young people • Good communication and personable skills to engage and motivate young people and families • Able to supervise and participate in group activities • Able to prioritise and organise own workload • An understanding of partnerships working with statutory, voluntary and community groups • Ability to support the planning and delivery of activities and projects for vulnerable, detached young people • Ability to effectively provide 1:1 support and mentoring for young people • Ability to record and track service users engagement using IT systems • Strong IT skills including Word and Excel • Ability to learn procedures so the charity is compliant with relevant legislation
Desirable • Passion for supporting young people, their families and the local community • Experience of working for a charity • Experience of working with mainstream schools • Experience of working in a small team
Personal Attributes • Proven verbal and written communications that can be modified to different situations • Collaborative team working skills • Ability to deliver against agreed goals, targets and outcomes • Respectful of diversity; sensitive toward others in their context, situation and challenges; pluralistic, open and understanding toward other people's values, autonomy, and faiths demonstrates compassion and empathy; is courteous to others with respect for their situation, background, religion, gender and age • Team Player: works collaboratively and flexibly to achieve outcomes and is keen to add value to the organisation's culture and ethos • Committed to the values and ethos of the organisation with a passion for the cause of the charity

Other

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| <ul style="list-style-type: none">• Able to undertake some occasional work in the evenings and at weekends• Able to travel in the UK if required |
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APPLICATION PROCESS

Active Link is an equal opportunities employer and as such actively promotes equality, diversity and inclusion in the workplace. We welcome and encourage applications from all suitable candidates irrespective of age, disability, hidden disability, race or national origin, religion or belief, gender, gender expression, political view, sexual orientation, medical condition and pregnancy.

Please send a CV and covering letter (no more than 2 pages of A4) setting out your interest in and suitability for the role and highlighting why you'd like to work for the charity. Should you have any questions regarding the role please contact Stuart McCulloch on stuart.mcculloch@activelink.org.uk or 07535 689146.

Please note we will only consider applications with both a CV and covering letter and applications will only be accepted from those with the right to work in the UK with a valid passport/visa.

Applications from recruitment agencies will not be considered under any circumstances.