

WE'RE HIRING AN ASSISTANT YOUTH WORKER



We're looking for an Assistant Youth Worker to become part of the Matrix family.

If you are enthusiastic, community-minded and passionate about building trusting relationships with young people and their families we'd love to hear from you.

[MATRIXTRUST.COM](https://matrixtrust.com)

Matrix | Allen House Pavilion, Guildford, Surrey | 01483 574900

Dear Applicant,

Thanks for your interest in joining the Matrix Family.

Why Matrix?

We're a fun team who work hard to achieve the aim of catalysing change for young people across Guildford Borough. We're passionate about building long-term relationships and providing activities within schools and the community that nurture, inspire, connect and empower young people, helping them make the most of their lives.

Right now, we are responding to the needs of young people by consolidating our established projects and continuing to develop new ones as the need arises. We're looking to add to our team with passionate people who are keen to invest for the long-term, willing to put in the energy needed to make a tangible difference.

Why Guildford?

Don't be put off, thinking there are no needs amongst young people in Guildford, it's not what it seems on the surface. The needs of young people here are very real, amongst those who have, and those who don't – from mental health issues, to social isolation and from a lack of opportunities to poor life skills, for young people in Guildford life can be tough.

Most years we work with over 500 young people on a regular basis, providing in-depth support for needs ranging from mental health to social and emotional development, and work with 500 plus other young people across a range of activities and provision. The last few years have obviously been challenging for everyone, especially so with regard to young people's mental health and wellbeing - making this role even more vital. Take a look at our latest newsletter online to read some of our young people's stories!

Where does this role fit?

This is an entry level role at Matrix. The post holder will be responsible for supporting the youth work team in different Matrix's delivery projects across Guildford Borough, with a particular focus on encouraging the young people's participation in activities. If you love a varied role, can take initiative and don't mind mucking in, this could be the role for you.

Come and join the adventure!

Thanks again for taking time to look at our vacancies and I hope that you consider applying to become part of our growing team.

Kind regards,



Daniel Setterfield, CEO



ASSISTANT YOUTH WORKER

OVERVIEW

Matrix are a Christian organisation that deliver essential youth work to young people from all walks of life in schools & communities across Guildford Borough.

We're excited to offer an entry level position as an Assistant Youth Worker in our schools and communities.

The post-holder will be expected to encourage young people to join in with activities and to help create welcoming, and secure environments at each project. They will support the youth work team with preparation, planning or delivery.

Hours: 37.5 per week, Full Time; Fixed Term for 12 Months | Salary: £20,043 - £24,720 per annum (depending on experience)

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Role Description

This is an exciting and innovative role for a community-minded individual to join our established and evolving charity. This role provides an opportunity to engage with and offer advice and support to children, young people and their families across Guildford Borough through undertaking assessments and delivering a range of evidence-based interventions.

What would I be doing?

The role of an Assistant Youth Worker is to support Lead Youth Workers in both the Communities and Schools teams - working in Matrix projects across Guildford Borough - so young people can be nurtured, inspired, connected, and empowered to make the most of their lives.

As an Assistant Youth Worker you would be an essential part of both the Schools and Communities teams, providing support to Youth Workers and the Youth Cafe Project Lead. This will include face-to-face youth work delivery across a variety of projects, in school and the community.

What do we expect from you?

Matrix work is focussed in key areas across Guildford Borough. You will be given the opportunity to work across Guildford in schools and the community, with a variety of partners and volunteers from local churches and organisations.

The job expectations for this role will include but are not limited to the following:

- Deliver face-to-face youth work.
- Maintain a fun, welcoming and secure environment at each project.
- Deliver activities for young people that inspire and empower them.
- Develop nurturing relationships with young people in your projects.
- Encourage young people to take part in the activities provided.
- Work towards the Youth Work Standards.
- Help to maintain appropriate behaviour to create a safe environment for all.
- Support the Project Lead and team with preparation, planning or delivery.
- Liaise with the DSL on any arising issues or concerns.

The face-to-face youth work may include the following:

A. Schools work

Working as part of the School's team, you may be asked to: work supporting young people relationally; play games and build connections with young people in lunchtime drop-ins; support or run group sessions/prayer and reflection spaces or be part of a team during a workshop.

B. Community Work

- Work in a team delivering activities and youth work at our Youth Café and our Youth Hubs;
- Plan and run activities in a Youth Hub;
- Meet vulnerable young people one-to-one in a mentoring capacity;
- Support the team to run holiday activities;
- Plan and prepare activities;
- Take part in sporting activities

Engage in a variety of activities that develop your skills and support the team, including:

- Networking with other community members, youth workers and organisations
- Visiting churches
- Fundraising events
- Administration that supports delivery

Team Expectations

Matrix is a small, established, but fast evolving and growing charity and there is therefore an expectation on all staff to be proactive and a fully-invested team player, supporting others in their busier seasons and the charity as a whole across the year. The team are predominantly practising Christians, working from within the Christian ethos. We pray together regularly as a team, and encourage all team members to participate in these times.

We expect you to:

- Fit in with our core values, to be: positive, relational, innovative, collaborative and fun.
- Be committed to and passionate about the mission to catalyse change in young people's lives.
- Be a pro-active member of the Matrix team and get involved in projects which benefit the mission of Matrix (e.g. fundraising activities/events).
- Work across agencies and Matrix teams.

What we offer you

- 5 weeks paid holiday, plus bank holidays .
- An additional three days leave when the office shuts between Christmas & New Year
 - Training that develops your skill base (as needed)
 - Peer Supervision
 - Flexible working arrangements, where possible
 - A nurturing and supportive team
 - A staff discount in The Hideaway Café

Hours: 37.5 per week, Full Time; Fixed Term for 12 Months

Salary: £20,645 - £24,720 per annum (depending on experience)

Who are we looking for?

ESSENTIAL

- Education to a good standard (level 3 or above, e.g. GCSEs)
- Passionate about catalysing change in all young people's lives
- Knowledge of the wider social impact of "at risk of negative outcomes" on young people, their parents and their families
- Strong interpersonal and communication skills
- Highly motivated and enjoy taking initiative
- Enjoy working in a flexible, growing, energetic team
- An ability to relate well to and build trust with children, young people, and parents
- Able to work within the values of the Matrix, including taking a 'can do' approach to your work
- Ability to travel to different locations within and outside the borough
- Ability to motivate and enthuse young people and contribute positively to their engagement with activities
- Can demonstrate your ability to bring ideas to the table and put them into action
- Willingness to work flexible hours, including some evenings and occasional weekends where necessary
- Organised, with good IT and administrative skills, eg: Microsoft Office and Google Drive
- Committed to support and work within Matrix's Christian ethos

DESIRABLE

- Qualification relevant to working with children, young people and families gained in education, health or social care.
- Diploma in Youth Work (JNC recognised).
- Experience of working in different youth work settings (centres, detached).
- Experience of working with other partners and agencies in developing and implementing joint programmes.
- Experience or willingness to work in depth with children, young people and their parents using a solution focused approach.
- Ability to motivate and enthuse colleagues and contribute positively to a team commitment.
- Ability to manage own caseload of children, young people and parents some with multiple and complex needs.



WANT TO JOIN THE TEAM?

HOW TO APPLY

To apply for this post, you just need to do 2 things:

1. Complete our Application Form
2. Email it to **hr@matrixtrust.com**

Any questions, just give Josh a call: 01483 574900

All applications for this role must be in by:

09:00, Monday 26th August 2024

Start date: October 2024

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