



Care Leavers Programme Coordinator

Salary: NJC scales 24-26 (£22,401—£23,866)

Hours: part time 28 hours per week.

Location: GMYN, Greenfish Resource Centre, 46-50 Oldham Street, Manchester, M4 1LE

(with a working base at the Leaving Care Team in Trafford)

Deadline for applications: **Monday 30th September**

Interviews will take place on **Thursday 10th October**





Greater Manchester Youth Network (GMYN) is a youth charity that creates opportunities so that disadvantaged young people from across Greater Manchester (GM) can take steps towards a positive future.

We support young people to be safe, valued and ambitious by delivering high quality programmes and building the capacity of other youth organisations.

We are recruiting a new staff member to join our care experienced teams to support the delivery of a new 2-year volunteering life skills development and employability programme that will directly support Care Leavers aged 16-25 in Trafford.



The **Programme Coordinator** will directly support Care Leavers over two years via a mixture of weekly 1-1 and group sessions offering volunteering, social action, life skills training and employability workshops across **Trafford**.

The fundamental aim of this new programme is to improve the life chances of Care Leavers in Trafford. The youth led activities will ensure that any impact is long term. They will aim to help the individuals progress onto a positive and independent future.

The worker will be expected to work independently and as part of the wider GMYN team, with opportunities to learn and share good practice through GMYN's other programmes.

Role Responsibilities:

- To create an effective relationship with care leavers identifying their needs and help them to overcome barriers to participation.
- To provide appropriate support with a flexible approach to encourage participation in project activities.
- To enable participants to clarify their learning and development needs and draw up individual action plans.
- To support young people to participate in learning activities including training and volunteering.
- Ensure all training on key areas such as job applications, accommodation support , health etc is delivered in a fun and engaging way to ensure learning and understanding.
- To monitor and evaluate the project/programme outputs and outcomes using GMYN's data collection tools and report these to management and the funder.
- To work with volunteer involving organisations to develop volunteering and development opportunities for young people.
- Deliver positive training activities enabling young people to develop key life skills and gain the knowledge they need to support a positive future.
- To be led by and focussed on the aspirations of the young person, in order to offer the most effective support.
- To ensure that in the project all participants are safeguarded and that safe practice is followed in all project activities.
- To carry out any other reasonable duties and responsibilities that contribute to the organisations overall aims and objectives.



Person Specification

You will have experience of engaging and supporting care experienced young people, or be able to demonstrate learning and practice from other similar roles with young people facing disadvantage.

The role requires you to be an excellent communicator, presenter, and team worker, equally capable of working independently with a high level of resilience, self-motivation and drive.

Essential:



A good general level of education and relevant experience.

Ability to communicate effectively both verbally and in writing with young people, the public, staff and management.

Experience of working with young people including those who are disadvantaged.

Partnership work experience with proven success of encouraging new organisations to support delivery and referrals.

Experience of volunteering and supporting others to volunteer as part of the delivery of youth projects or employability programmes.

Experience of producing programme reports to demonstrate impact and outcomes met.



A thorough understanding of Care Leavers and the barriers they face to engaging with development activities.

Experience of delivering non-formal learning activities to vulnerable young people.

Confidence and ability to think creatively and use initiative to overcome barriers to participation.

Knowledge of Health & Safety, including good practice in risk assessment.

Understanding of behaviour management including promoting positive behaviour and managing behaviour effectively.

Knowledge of Child Protection and Safeguarding legislation and good practice.

Desirable:



Experience of delivering employability programmes

Experience of directly working with care experienced young people.

Knowledge of attachment theory and trauma informed practice

Experience of working with organisations that support care experienced young people.



How to apply:

To apply, please send a CV and a covering letter
(no more than 2 sides of A4) that clearly shows:

- Your relevant skills and experience that matches the personal specification
- Your understanding of the needs of Care Leavers and your ability to deliver this programme

Please send your completed application to jobs@gmyn.co.uk.

Closing date for applications: **Monday 30th September – noon.**

Please note: any applications sent after this time will not be accepted.

Interviews will take place on **Thursday 10th October**

Due to the nature of the role, an enhanced DBS check and references will be required before a job offer can be confirmed.

For further application information please visit www.gmyn.co.uk, email jobs@gmyn.co.uk, or contact GMYN on 0161 234 2950.

Equal Opportunities:

The worker will be expected to work within the principles of equal opportunities and to implement all aspects of GMYN's Equality and Diversity policy.