



THE HARROW CLUB



OUR FAMILY OF YOUTH CLUBS

New Role – Lead Youth Worker (Full-time, Permanent Contract)

As a Lead Youth Worker, you will play a vital role in creating a safe, supportive and engaging environment for young people. You will be responsible for overseeing the day-to-day operations of our youth clubs and projects, implementing a range of programmes and activities that promote personal development, social interaction and positive youth engagement. Your commitment to fostering a sense of belonging and providing mentorship to young individuals will be critical to the success of this role.

About Us

The Harrow Club is a community-based youth organisation offering innovative, accessible and high-quality opportunities, enabling young people from disadvantaged backgrounds to maximise their life chances. This year we are 140 years' old, and we are committed to building on decades of service in the local community to address some of the most pressing issues affecting young people today.

Harrow Club is a place for firsts. A first trip to the beach, a night-time walk in the woods, an overnight stay without parents and, for some, the first place where a child really feels at home and that they have a home. Firsts are especially important, they are part of a child's development but also, they build an outlook on life and shape pathways that will go on to determine futures as well as offer a chance to form new interests and friendships.

We are also a place of second chances. We support children who struggle to stay in the classroom and to continue in their education. We work with young people who are excluded from regular youth clubs/sports clubs, so that they can have the chance to change. We allow young people to make mistakes, learn and move forward.

There is no better testament to what Harrow Club can achieve than some of our current youth workers who have turned their lives around and are now working to keep young people away from criminality and harm. They can show, with immediacy and authenticity, that there can be Another Way, to live life.

We are also a 'third place', a safe and nurturing space, for all children and young people; for some their home or school is neither safe or happy and we can make a vital difference in providing a 'positive escape' and vital help and support.

We operate from five locations, providing an incredible range of projects covering sports, arts and performing arts, media, music, digital and our specialist gang's project, motor vehicle workshops and educational programmes aimed at reducing school exclusions. We engage around two hundred young people each week, aged 8-24, and around 500 unique each year. For many, the effect is life changing.

There is additional information about the charity, visit our [website](#), also see the [Charity Commission](#) or [Companies House](#) for details of our last year activities and accounts.

Title: Lead Youth Worker (FT, 37.5 hrs. per week)

Reporting to: Head of Children and Families

Direct Reports: Deputy Youth Worker
Part Time Youth Workers
Volunteers

Liaison with: Members of the Leadership Team
Other Youth Workers
External Partners
Admin team
Head of Training

Location: Harrow Club, 187 Freston Road, London, W10 6TH+ Other Delivery Locations in West London

Remuneration and Benefits:

- Salary: £33,000-£37,000 dependent on experience and qualifications
- 25 Days Annual Leave
- Pension Contribution of 3%
- An annual training package worth up to 10% of salary
- Employee Support Package

Employment is subject to satisfactory references, undertaking an Enhanced DBS check and mandatory training. Continuation of employment is subject to passing the probationary period set.

Key Responsibilities

1. Program Management:

- Develop and implement a diverse range of programmes and activities that cater to the interests, needs, and developmental stages of young people.
- Coordinate and oversee the scheduling, logistics and evaluation of programs and activities.
- Collaborate with other youth workers and volunteers to ensure the smooth delivery of programmes and activities.

2. Youth Engagement and Support:

- Establish positive relationships with young people and create a safe and inclusive atmosphere where they feel valued and supported.
- Provide guidance, mentorship, and advocacy for young individuals, helping them navigate challenges and make positive life choices.
- Conduct one-on-one sessions and group discussions to address individual and group concerns or issues.

3. Leadership and Supervision:

- Lead a team of youth workers and volunteers, providing direction, support and regular feedback.
- Plan and facilitate regular team meetings, trainings and workshops to enhance the skills and knowledge of staff and volunteers.
- Foster a collaborative and respectful team culture, encouraging open communication and a shared vision for youth development.

4. Community Engagement:

- Build partnerships and maintain positive relationships with local organizations, schools and community stakeholders to enhance the resources available to young people.
- Collaborate with community members to organize events, workshops and initiatives that promote youth participation and community cohesion.
- Represent the youth club at community meetings, conferences and events to advocate for youth-related issues and promote the club's mission.

5. Administration and Reporting:

- Maintain accurate records of attendance, programme participation, and individual progress.
- Prepare regular reports, statistics, and evaluations to measure the impact and effectiveness of youth programmes and activities.
- Ensure compliance with relevant policies, procedures and regulations governing youth clubs and child protection.

Person Specification - Qualifications and Skills

- Bachelor's degree or equivalent in a related field (e.g., social work, youth development, education) or equivalent practical experience.
- Proven experience working with young people in a youth club, community centre or similar setting.
- Strong understanding of youth development principles and best practices.
- Excellent communication, interpersonal and mentoring skills.
- Demonstrated leadership and team management abilities.
- Ability to adapt to diverse needs and engage with young individuals from various backgrounds.
- Knowledge of relevant legislation and child protection guidelines.
- Proficiency in administrative tasks, including record-keeping and report writing.
- Flexibility to work evenings, weekends and occasional irregular hours.

Note: This job description outlines the primary responsibilities and deliverables associated with the Lead Youth Worker role; however, additional duties may arise to meet the evolving needs of the youth club and its participants.

How to Apply

Please send a Full CV and covering letter of between 1 and 2 pages highlighting why you are interested in the role and why you feel you would excel in the position to recruitment@harrowclub.org

Deadline for applications will be midnight on **Wednesday 15th November**.

First Round interviews to be held w/c 20th November via Microsoft Teams.

To arrange an informal telephone conversation about the roles please contact Liam at liam@harrowclub.org

