



Youth Action Alliance
Support Youth Worker - Travellers Project
Job Description

Contract Type: Part-time

Location: The Hut, 202 Wornington Road and various locations

Salary: £16 per hour

Hours: 7 hours per week and various hours to deliver holiday provision. To be worked between the hours of 9 am to 9pm with a maximum of 7 hours per day (you may be required to work outside of these hours for occasional organised events during evenings and weekends)

Contract length: until 31 January 2026 with scope to extend (6-months probation)

Reports to: Travellers Lead Worker

What is the overall purpose of the role?

At Youth Action Alliance, our mission is to support the personal and social development (their values, beliefs, ideas and skills) of the young people living in Kensington and Chelsea and neighbouring boroughs, enabling them to increase their resilience and skills in the present, and promote their ambitions for the future.

We are ambitious to grow, to continue supporting more young people and influence positive change. To do this we are looking to appoint a Support Youth Worker to develop and deliver an innovative and progressive Travellers Project, in a safe, industrious and supportive environment working primarily with young Travellers in the community.

The Travellers project provides;

- A weekly girls workshop for young Travellers aged 11 - 19 years
- Additional support and mentoring provision for young travellers aged 16 - 19 years, to support Travellers to stay in school, enrol in college, seek work opportunities and signposting to additional support services
- Off-site holiday activities for young Travellers aged 11-19 years. (8-19 years pending funding)



Key Responsibilities

Programme management

- Support with the planning and deliver an innovative, cohesive and progressive programme of delivery for Travellers (focusing on personal and social development skills).
- Recruit, Engage and support young people 11-19 years to participate in the Travellers programme
- Increase our local partnership work, adding value and additional expertise to the London youth support infrastructure
- Adhere to the Travellers provision Risk Assessment as/when required and carry out regular health and safety checks.
- Support with the promotional activity of the project and events to raise of our profile i.e via social media, website, offline marketing etc
- Support young people into positive outcomes including Education, Employment and/or Training.
- Deliver vital one-to-one or group support sessions via text message, email, telephone calls, virtually and face to face to provide advice, information, guidance, mentoring and signposting to internal and external services i.e; mental health and wellbeing services or a YAA event
- Create individual Action plans with young people to capture their key aims and objectives at different stages of engagement in the project
- Support to organise and provide trips and positive activities in line with provision delivery plan and/or requirements
- Day-to-day operational and administrative management support of the Travellers provision
- Support the management of the project budget sheet, recording expenditure and forecasting financial information for reporting purposes
- Maintain an asset register for any equipment/assets associated with the Travellers provision and ensure their safekeeping.
- Support the management of referrals to and from the Travellers provision including partner agencies such as Social Services, the Police, the Youth Offending Team YOT, the Alternative Provision and Schools



Reporting / grant management

- Support with the planning, organising and budgeting across the programme.
- Support the input, accuracy and evaluation of data entered on our recording system (Views), including project data and membership consent forms in a timely manner.
- Input young people's data including case notes (one-to-ones), session notes, registers, case studies, and other essential data on to the online database system.
- Collate project performance monitoring statistics to demonstrate key impact data and young people's engagement as required for reporting purposes and funding bids
- Prepare reports to demonstrate key data as required for reporting purposes, funding bids and senior management
- Work with the Travellers Lead to develop and sustain the programme by securing external funding.

Evaluation

- Capture feedback and evaluation of young people's journeys and progress to demonstrate impact and secure future funding via forms, individual feedback, consultation sessions, photo/video and other forms of communications
- Ensuring youth voice and feedback is relayed in the design and service offer and is reflective of the needs of the community

This job description cannot cover every task that may arise within the post at various times and the post-holder will be expected to carry out other duties from time to time which is broadly consistent with those in this document. This job description does not form part of the contract of employment.

Person Specification

Knowledge & Experience

The Support Worker will bring:

- Certification and professionalism - Youth Work Qualified
- Experience in the charity sector, the voluntary sector, or community sector would be desirable.
- Experience working with children, young people and vulnerable adults



- Competent in the use of MS Word, Excel, and the ability to use databases for recording and reporting.
- Excellent time-keeper and manages own time effectively to keep to deadlines
- Good Literacy – you will have good communication skills, including writing skills.
- Have good interpersonal skills and some experience of engaging with a diverse group of young people, including the Traveller community.
- Qualification of Health, wellbeing, and/or advocacy

How to Apply

Candidates should apply for this role through our website www.youthactionalliance.org/jobs or contact info@youthactionalliance.org.uk