

Dover Youth Hub District Volunteer Role Description

Role Title: Group Facilitator – Access Group

Reports to: Youth Hub Delivery Manager

Placement: **Dover Youth Hub**

Main Duties:

To support the Early Help Support Worker in delivering Youth Hub services
Create a welcoming environment for Children, families, young people
Preparing snack adhering to food hygiene standards
Actively engaging young people in the Hubs activities
Setting up and clearing away of the group
Carrying out activities in groups
Taking photographs in sessions
Ensuring ground rules are adhered to
Keeping facilities clean and tidy
Sign posting to other services
Where possible attend staff meetings
Provide information on own observation and feedback from Young People to inform planning of services
Undertake evaluations when required
Encourage feedback

Knowledge and Skills:

Creative background
Good knowledge of IT
Understanding of Youth hubs or a willingness to learn
Proactive and outgoing personality
Understanding of youth work or willingness to learn
Ability to work unsupervised
Knowledge/ Experience of SEN desirable

Volunteer commitment Requirements:

This role would require a minimum of 2-3 hours per week Monday Evening (5:30-8:30pm)
Enhanced DBS check
Various Safeguarding training
Prevent training
Data Protection and Information Governance training
Other training may also be available as identified in Personal Development Plan