**Role Title:** Group Facilitator – Junior Club  
**Reports to:** Youth Hub Delivery Manager  
**Placement:** Ashford Youth Hub Friday Evenings

### 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

### Volunteer commitment Requirements:

- This role would require a minimum of 2-3 hours per week Friday 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