

VOLUNTEERING POST DESCRIPTOR



Title	Youth Work Assistant Ref No:
Location	Various locations across East Ayrshire. Youth groups are situated throughout the authority and we would find the most suitable and local group for volunteers.
Age Limits	16 +
Dress Code	none
Times/ Days	Youth groups run weekly during term time (Sept-Dec and Jan-Jun) various hours depending on group (mostly evenings)
PVG /Basic Disclosure Required	PVG Children Regular teaching/instruction and supervising children.
Pre-entry Qualifications Required?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If Yes, detail	
Team/ Section providing the opportunity	Young People, Sport and Diversion Contact Number: (01563) 576393
Duties and Responsibilities	<p>Volunteers will assist youth work staff with the delivery of youth work programmes in a youth group setting. This can include setting up activities, supporting young people in group work. This can involve discussions with young people, supervising activities and delivery of focused workshops (for example, bullying). Youth groups always welcome volunteers to help provide more activities such as crafts and games for the young participants.</p> <ul style="list-style-type: none"> • Assist in the delivery of various workshops • Interact with young people • Any other duties relevant to the position <p>We ask all volunteers to:</p> <ul style="list-style-type: none"> • Have time and enthusiasm for

volunteering

- Understand the need for support and supervision
- Have the time to undertake ongoing training
- Be reliable

East Ayrshire's Vibrant Communities service provides a range of services/support to community groups and individuals across East Ayrshire.

The services provided include

- External funding
- Mobile skate park
- Community councils
- Work with parents and children
- Working with young people
- Working with older people
- Health information/classes
- IT classes
- Literacy and numeracy
- All ability sports activities and much more

The wide range of services provided means we can offer a wide range of volunteering opportunities in a variety of settings and locations.

Training:

Prior to appointment, all volunteers will be required to undertake mandatory training in the following topics:

- Protecting people
- Vibrant Communities overview
- Customer care and complaint handling
- Diversity and equality

All of these courses will be undertaken on-line after registration as a Vibrant Communities volunteer is completed.

Other Training

Induction training will be delivered by volunteer supervisor.

CPI (Personal safety), Manual Handling (objects) and Literacy Awareness training will require to be completed within 6 months of appointment.

A wide range of further training opportunities are available to all volunteers, both post specific and general.