

<u>Job Title:</u> NCS Assistant Team Leader		<u>Directorate:</u> Huddersfield Giants Community Trust	
<u>Responsible to:</u> NCS Manager – Katy Stockdale		<u>Division:</u> NCS	
<u>Responsible for:</u> Supporting in delivery of NCS programme with a team of 15		<u>Business Unit/Section:</u> The Zone	
<u>Overall Purpose of Job:</u> To assist in leading a team of 15 young people through the delivery of the agreed programme (NCS) by supporting, providing quality, fun and a developmental experience.			
<u>Main Responsibilities:</u>			
1	To co-lead identified teams throughout all phases of the NCS programme.		
2	To support teams with activities, facilitation, and icebreakers throughout the duration of the programme.		
3	Ability to Inspire, Motivate and Empower a team of young people.		
4	To offer guidance and reflected learning opportunities to team members to ensure maximum development throughout the programme.		
5	To constantly listen to the needs of the young people, and report to your NCS Team Leader with any issues.		
6	To work in support of a Team Leader to deal with challenging behaviour and any additional support needed.		
7	Ability to offer differentiated learning to young people to allow individual needs to be met.		
8	To demonstrate all NCS Core Components given by the NCS Manager.		
9	To follow all policies and procedures given by the NCS Manager and through the duration of delivery the Wave Leader.		
10	To continue to act as a professional staff member throughout the alumni programme, as appropriate.		
11	To have a passion for working with young people.		
12	Have basic safeguarding knowledge, and ability of experience in a practical setting		
13	Ability to build rapport over a short period of time.		
14	To ensure all logistics and administration tasks are complete to a high standard in accordance to HGCT and NCS 2020 compliance strategy and procedures.		

Other Duties;

- You will be required to work 2 four-night-five-day residentials, during which you will be expected to undertake night duty on a rota basis, and one 37.5-hour social action planning week.
- To make sure that you read, are familiar with, and follow all HGCT policies and procedures and to read and accept key HGCT and EFLT policies.
- To act as an ambassador for HGCT, upholding and promoting our corporate values.
- To undertake any other duties which can be reasonably expected of you within the level of your job.
- This post will involve overnight stays and it will also involve some evening and weekend working

Qualifications

Essential criteria:

- Basic Safeguarding Certification or ability to attend training
- Substantial experience of working directly with young people from a wide variety of backgrounds.
- Experience of planning, delivery and evaluation of activities for and with young people
- Experience of working in a residential setting with young people from a wide variety of backgrounds
- Knowledge of the NCS programme
- Ability to communicate effectively at all levels, orally and in writing
- Ability to work on your own initiative to an agreed action plan
- Ability to handle sensitive and confidential issues with tact and diplomacy
- An awareness and understanding of Equality & Diversity issues
- Punctual and reliable to ensure professional service
- Creative and flexible and able to work well with others in a team
- Commitment to personal and professional development
- Able to work within a flexible timetable and to commit to at least one 4-week programme.

Desirable criteria:

- Professional qualification in a relevant discipline e.g. Youth and Community Work, Social Work, Education, Counselling, Health, or Sports
- Qualification or experience in Youth Mental First Aid
- Experience and understanding of the issues affecting young people at risk of social exclusion/offending
- Experience of youth-led programme development and participative techniques
- Working knowledge of alcohol, drugs and their effects
- Ability to promote equality, diversity, rights and responsibilities of individuals
- Experience of dealing with conflict and challenging behaviour

Additional Information

Payment: Earn up to £1320.00

Accommodation, meals and transport: Provided for residential weeks one and two

Level of DBS Disclosure required: Enhanced

Reports to: NCS Wave Leader

Training: You will also be required to attend 3days full training and complete an online training course, (residential).

26th- 28th of May @ Storthes hall park, Storthes Hall Ln, Kirkburton, Huddersfield HD8 0WA

Issue date: 10/01/2020

Note:

Post holders will be expected to be flexible in undertaking the duties and responsibilities attached to their post and may be asked to perform other duties, which reasonably correspond to the general character of the post and are commensurate with its level of responsibility. This job description is provided for guidance only and does not form part of the contract of employment.