

Youth Sessional Worker Job Description



KEY INFORMATION

Post:	Youth Sessional Worker
Salary/pay:	A competitive hourly rate, plus uniform and mileage at 55p per mile
Hours:	Evening, weekend and school holidays
Responsible to:	Young Carer Manager & team

ROLE OVERVIEW

As a Youth Sessional Worker, you will work as part of a dedicated team to plan, deliver and evaluate engaging activities, groups and programmes for young carers aged 5 and above. You will play a key role in creating positive, inclusive and supportive environments where young people can build confidence, develop skills, improve wellbeing and achieve agreed outcomes.

KEY RESPONSIBILITIES

Supporting activities / groups

As a Youth Sessional Worker, you will play an active role in ensuring activities are safe, inclusive, well-organised and enjoyable for all participants. Responsibilities include:

- Working alongside the Event Lead to set up activities and prepare venues, ensuring they are safe, welcoming and suitable for the planned session.
- Welcoming young carers and their parents/carers, helping them feel comfortable and supported from the outset.
- Actively participating in sessions and serving as a positive role model for young carers.
- Promoting an inclusive environment where all young people feel respected, valued and able to participate.
- Supporting young carers with additional needs, ensuring they can engage fully in activities and opportunities.
- Remaining alert to safeguarding, wellbeing and welfare concerns and responding appropriately in line with safeguarding procedures.

- Supporting the safe conclusion of activities, including the secure handover of children and young people to parents/carers.
- Assisting with packing away equipment, restoring venues and contributing to post-event debriefs and evaluations to support continuous improvement.

Other responsibilities

- Adhere to all Action for Carers Surrey policies, procedures and professional standards, with regard to safeguarding, confidentiality, equality, diversity and inclusion.
- Take reasonable care for your own health and safety and that of others, reporting accidents, incidents, hazards and near misses in accordance with organisational procedures.
- Attend mandatory training, team meetings, planning sessions, briefings and supervision sessions as required.
- Accurately complete and submit timesheets and any required administrative paperwork within agreed deadlines.
- Contribute positively to the work of the Young Carers Service and the wider organisation.
- Undertake any other duties reasonably required and appropriate to the nature and level of the role.

PERSON SPECIFICATION

Essential Experience

Previous experience of working directly with children and young people aged 5–17, gained through roles in schools, youth clubs, holiday programmes, activity centres, community organisations or voluntary sector settings, with the ability to engage and support a diverse range of young people

Essential Knowledge

A working understanding of child safeguarding and confidentiality.

Essential skills & attributes

Ability to listen effectively to children and young people

Ability to actively participate in a range of activities, including physical activities such as multi sports.

Ability to communicate effectively and form good working relationships with young people and colleagues.

Ability to use own initiative and work without direct supervision.
Other
Current driving license and use of a road worthy vehicle*

*The role takes place at venues and setting across surrey. Some of which are not easily accessible by public transport. Mileage is paid at 55p per mile for agreed journeys or public transport costs are paid.