



# HEROES+

## Assistant Youth Worker Application Pack



**Dear Applicant,**

Thank you for expressing your interest in a position within the HEROES+ Project at Volunteer NOW. We appreciate your enthusiasm and are excited about the potential to welcome you to our dynamic team.

At HEROES+, we strongly believe in the power of collaboration and its transformative impact on young people with diverse abilities. Funded through the Special EU Programmes Body, the project is led by Mencap NI, with delivery partners across Northern Ireland, including Access Employment Limited (AEL), Bardic Educational Arts and Media (BEAM), Compass Advocacy Network (CAN), incredABLE, and Volunteer Now. HEROES+ is not just offering a job; it is presenting an opportunity for you to embark on a transformative adventure of personal and professional development. As you explore the possibilities within our project, you will realize that every detail is a canvas of growth and potential. We are actively seeking candidates ready to embrace challenges and make a meaningful impact.

At Volunteer Now, we are extremely proud of the service we provide. We have developed considerable experience in empowering the young people we work with to think, act, change, create and grow so that they can reach their full potential and achieve their aspirations.

Once again, thank you for your interest in the HEROES+ Project. We eagerly anticipate the possibility of working together to create a world where abilities shine brighter than labels.

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**Jane Gribbin,  
Community Engagement Manager**

# About Volunteer Now

**Volunteer Now promotes, develops and supports volunteering across Northern Ireland. Our work enhances recognition for volunteers, provides access to opportunities and encourages people to volunteer. We provide information and support to volunteer involving organisations on volunteer management, governance and on all areas of safeguarding children, young people and adults at risk.**

**Our Community Engagement Team provides support to all things volunteering. We work with individuals and organisations to promote and encourage volunteering. We support organisations to make sure that they are able to involve volunteers effectively.**

**<http://www.volunteernow.co.uk/volunteering>**

**Our Community Projects Team oversees a range of volunteer involving projects including befriending, driving and capacity building for older people's groups.**

**<https://www.volunteernow.co.uk/about/community-projects/>**

**We have an Events team that recruits and manages the volunteers for major events in Northern Ireland. Most recently our events team supported the Covid Vaccination Centres.**

**<https://www.volunteernow.co.uk/volunteering/event-volunteering/>**

**The Volunteer Now Safeguarding Team provides support for organisations with both child and adult safeguarding and has worked across Ireland and the UK.**

**<https://www.volunteernow.co.uk/organisations/safeguarding/>**

**Volunteer Now Enterprises Ltd (VNE) is a social enterprise company which supports the work and activities of the charity, Volunteer Now.**

**<https://www.volunteernow.co.uk/volunteer-now-enterprises-ltd/>**

# Our Organisational Values

## *Excellence & Creativity*

We strive for excellence and creativity in all that we do, recognising that each person's contribution is valuable.



## *Collaboration & Teamwork*

We value working with others, building and maintaining effective partnerships.



We celebrate diversity and promote inclusion to build a culture based on due regard for others.

## *Respect & Inclusion*



We focus on the achievement of positive outcomes for everyone involved in volunteering and apply recognised safeguarding principles to our work.

## *Beneficiaries & Safeguarding*



# ABOUT HEROES+

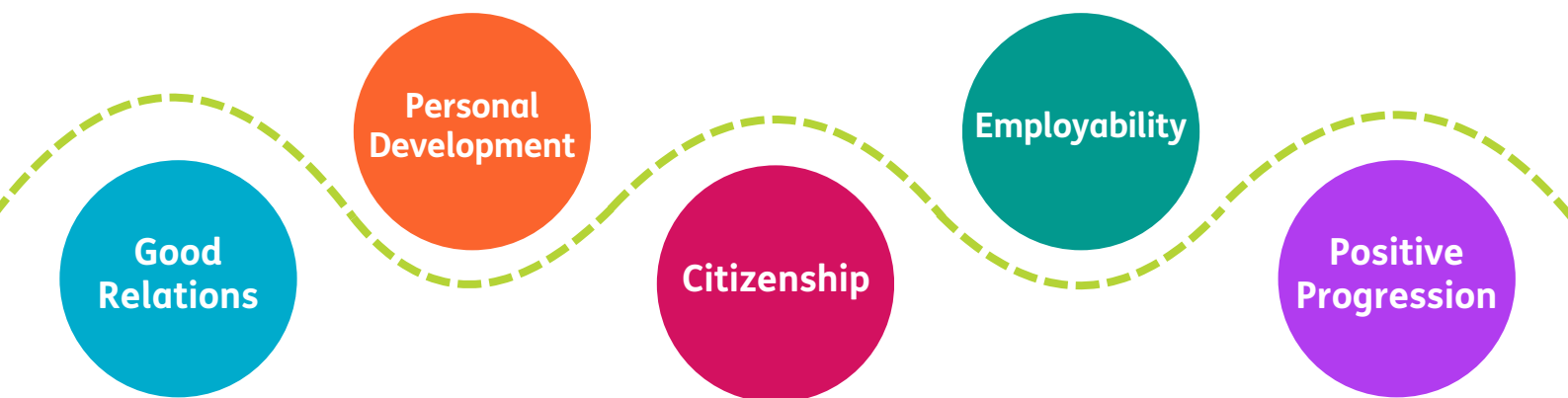
# HEROES PLUS



HEROES+ is an exciting new project for young people aged 14-24 with a learning disability/additional needs and/or who are excluded from school, providing innovative, transformative programmes that inspire them develop their potential, contribute to building an inclusive society and be future community peace builders.

Funded by PEACEPLUS through the Special EU Programmes Body, the HEROES+ project partnership of Mencap NI, Access Employment Limited (AEL), Bardic Educational Arts and Media (BEAM), Compass Advocacy Network (CAN), incredABLE, and Volunteer Now strongly believe in the power of collaboration and its transformative impact on young people with diverse abilities.

## PROGRAMME OUTCOME AREAS



Through our delivery, HEROES+ will offer opportunities for:

Groupwork

Educational Visits

Residentials

Qualifications & Short Courses

Social & Outdoor Activities

Mentoring

Arts & Creativity

Volunteering

Social Action Projects

# ABOUT

## THE ROLE OF AN ASSISTANT YOUTH WORKER

### The Assistant Youth Worker will :

- Assist in the delivery of HEROES+ in line with the project outcomes and targets
- Assist in the recruitment of young people to participate in the HEROES+ project
- Support young people through their engagement on HEROES+, empowering them to reach their full potential and achieve their individual aspirations
- Promote a range of local activities for young people in support of their personal progression



### MAIN PURPOSE:

- To facilitate programmes and activities for young people with learning disability and/or additional needs which will enhance their skills and knowledge and provide exciting opportunities for them to access the core themes of Good Relations, Personal Development, Employability, Citizenship and Positive Progression
- To work in partnership with HEROES+ youth work team and delivery partners
- Contribute to the successful delivery of HEROES+

# HOW TO APPLY

HEROES+ operates as a collaborative effort involving Mencap NI, Access Employment Limited (AEL), Bardic Educational Arts and Media (BEAM), Compass Advocacy Network (CAN), incredABLE, and Volunteer Now. We may exchange information about potential candidates with other organisations within the partnership throughout the recruitment process.

## TO APPLY:

Kindly submit your CV along with a covering letter addressing the following:

- The specific position you are applying for.
- Why you are attracted to this role.
- How you meet the Essential and Desirable Criteria outlined in the Personal Specification, providing examples. Full job description and person specification are at the end of this pack.
- If you consent for us to share your details with our delivery partners.

Please ensure your cover letter is concise, keeping it to less than two sides of A4, as failure to do so may affect your application.

# FURTHER INFORMATION

**We are committed to safeguarding children and young people and to ensuring equal opportunity for all applicants.**

## **EQUAL OPPORTUNITIES**

**Volunteer Now is an Equal Opportunities Employer and all applications for employment are considered strictly on the basis of merit**

## **DISABILITY**

**In accordance with the Disability Discrimination Act a person is disabled if they have, or have had, “a physical or mental impairment which has, or has had, a substantial and long term adverse effect on your ability to carry out normal day to day activities”.**

**If you consider yourself to have a disability relevant to the position for which you are applying, please contact our recruitment team in 01733 246699 so that we can process your application fairly, make any specific arrangements for your interview, and make any necessary reasonable adjustments or adaptations, or provide any aids to assist you in completing the duties of the post if appointed.**

## **ACCESS NI (CRIMINAL CONVICTIONS CHECK)**

**All successful applicants will be required to complete an Enhanced Disclosure through Access NI.**



**For more information please contact:**  
**Jane Gribbin, Community Engagement Manager**  
**[jane.gribbin@volunteernow.co.uk](mailto:jane.gribbin@volunteernow.co.uk)**

**Volunteer Now**  
**The Skainos Centre**  
**239 Newtownards Road**  
**Belfast**  
**BT4 1AF**



**[VolunteerNow](#)**



**[volunteernowenterprises](#)**



**[VolunteerNow1](#)**



**PEACEPLUS**  
Northern Ireland - Ireland

Co-funded by the



European Union



UK Government

**The HEROES+ Project is a project supported by PEACEPLUS, a programme managed by the Special EU Programmes Body (SEUPB).**

# **JOB DESCRIPTION**

**Responsible to: Youth Worker, Heroes +  
Salary: £22,789 pa**

## **Summary of Main Responsibilities**

**To assist the youth workers in the delivery of Volunteer Now's youth programmes, namely Heroes +. They will support the youth worker in developing, organising and delivering tailored programmes to meet the individual needs and goals of young people in a project delivery area, and will work co-operatively with the youth work team to achieve project targets and deliver the best outcomes for participants.**

## **Main Areas of Responsibility**

- Assist with the recruitment of project participants within agreed localities (focus on those young people excluded from mainstream education)**
- Provide direct support to young people both individually and in a group environment, engaging and communicating with them in an open, friendly and business-like way.**
- Following individual risk assessment and adopting a shared risk approach to working with young people with a diverse set of needs.**
- Support young people to express their personal goals and aspirations in the development of an individual and group development plan.**
- Have the competence to act as a positive role model to the young people they support.**
- Assist with the delivery of youth work programmes and interventions under the guidance of the youth workers.**
- Assist with gathering information to assist with the assessment of young people's strengths, life skills and experience and attitudes towards good relations and diversity.**
- Working as part of a project team to reflect on practice issues, identify and agree actions and to inform project development and evaluation.**
- Working closely with the youth work team and finance team ensure the team and young people have access to resources.**
- Undertake activities that ensure Volunteer Now makes a significant contribution to the increase of youth volunteering and youth social action activity in NI.**
- Promote and support youth volunteering and youth social action in particular delivery of a #iwill movement, and other youth work /recognition programmes.**
- Deliver youth work programmes (including residential) that support young people to deliver youth social action/youth volunteering programmes that meet youth work policy and practice standards.**
- Support increased recognition and value for youth social action and volunteering.**
- Contribute to the effective use and development of Be Collective, Volunteer Now databases, website and other media forms.**
- To contribute to health and safety of staff and programme participants.**

## **Operational Contribution**

- **Contribute to organisational planning, particularly in relation to relevant areas of work.**
- **Contribute to effective teamwork within the Engagement Directorate and across the organisation.**
- **Gather and feedback information to assist with monitoring of young people's individual progress and learning outcomes and evaluation of project activity.**
- **Complete information report against project targets and outcomes using agreed processes and timeframes.**

## **Business Development**

- **Proactively identify, seek out and build appropriate partnerships.**
- **Identify opportunities for improvement across the business unit.**

## **Any other duties**

- **Contribute to effective communication across the organisation.**
- **Work within and contribute to the aims and objectives of the organisation.**
- **Undertake such other reasonable duties as may from time to time be required.**

**Applicants must demonstrate evidence of the following qualifications, core competencies and additional requirements:**

### **Contract of Employment:**

**Fixed Term for three years (with possible extension subject to funding)**

### **Holidays:**

**22 days per annum (incremental depending on length of service). In addition, statutory/public holidays in accordance with Volunteer Now policy will also be granted.**

### **Pension:**

**A flexible retirement pension scheme is provided with Volunteer Now contributing 4.5% of gross salary per annum. You are eligible to join the scheme once probationary period is completed satisfactorily.**

### **Hours of Employment:**

**35 hours per week. Reasonable hours outside this (the nature of the work means that evening and weekend work will be required during events therefore the working hours will be across Monday-Sunday, as applicable) are required to fulfil the obligations associated with the post.**

### **Travel & Subsistence:**

**Current rates are available from the Corporate Services Manager.**

### **Location:**

**NI wide programme with primary office base in Belfast. Other bases are in Enniskillen and Newry. A hybrid working policy is in place to facilitate home working as part of this post.**

# PERSON SPECIFICATION

**Applicants must have demonstrable evidence of the following qualifications, core competencies and additional requirements:**

## **Qualifications**

**A relevant qualification minimum of OCN level 2 in youth work or two years' experience in supporting young people within the last 5 years.**

## **Additional requirements**

- **2 years' experience of working with young people in a youth setting.**
- **Ability to encourage young people to try new activities and to mix with their peers.**
- **Ability to work with young people to organise an appropriate programme of activities that delivers the project outcomes.**
- **Experience of volunteering, promoting volunteering, social action and delivering support services**
- **Ability to demonstrate commitment to our organisational values.**
- **Hold a full driving licence and/or access to a form of transport which will enable the post holder to carry out the duties of the post effectively.**
- **Ability to use basic IT packages.**

## **Desirable:**

- **A youth work qualification**
- **Understanding of barriers facing young people with social, communication or learning difficulties and how these can be overcome.**
- **Awareness of activities offered as part of youth work programmes.**
- **Awareness and enthusiasm for inclusive practices**
- **Experience of supporting the delivery of youth social action programmes**
- **Experience of planning and organising activities or events**
- **Experience of record keeping and evaluation**