

**What Makes The Difference?  
TOOLS and RESOURCES**

**NAME OF TOOL/RESOURCE:**

Job description for Young Advisors (sessional workers)

**NAME AND REGION OF AGENCY/ORGANISATION THAT DEVELOPED THIS TOOL/RESOURCE:**  
Middlesbrough Pathways team (leaving care service)

**Purpose and Brief Description of Tool/Resource:**

Job description for young people working as sessional workers with Middlesbrough Pathways team. Clearly outlines the expectations of young advisors.

**Publication Date:** Sept 2006

**Contact details  
for further  
information  
about this  
tool/resource**

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**Evidence for the effectiveness/ impact of this tool/resource**

**Positive impact of  
this tool/resource:**

1. Not yet known.

## **Job Description**

<b>Job Title:</b>	Young Adviser
<b>Grade:</b>	£6 per hour
<b>Location:</b>	Middlesbrough
<b>Responsible to:</b>	Middlesbrough Leaving Care Team Manager

### **Job Purpose:**

To work alongside The Youth Development Worker and The Leaving Care Team to encourage young people to give their views and opinions and to get them involved in service development tasks and events.

### **Main duties and responsibilities**

1. To work within the values, policies and procedures of Middlesbrough Borough Council and the Children, Families and Learning Department
2. To encourage young people to give their views and get involved in service development tasks
3. To be involved in organising events for young people
4. To be involved in the recruitment of staff
5. To act as a co-trainer on training courses and briefing sessions for all staff
6. To attend multi-agency meetings such as those with Connexions and Teenage Pregnancy
7. To sit on the management board
8. To give ideas and views about the service and it's development
9. To give ideas and views about their role as a young adviser, the tasks undertaken and their personal development
10. To keep records and documentation regarding the work undertaken and to be accountable for that work
11. To work with young people and professionals from other agencies in a positive and proactive manner
12. To adhere to and develop anti-oppressive and anti-discriminatory practice
13. To actively participate in agreed processes of supervision, appraisal, training and personal development opportunities
14. To contribute to positive team working. This includes personal safety and health and safety.

### **Personal Specification**

Have experience of the looked after system and of the Leaving Care Service

Have an understanding of the issues facing young people leaving care today

Have some ideas about how to make service's for young people leaving care better

Have good communication skills and the ability to engage with young people and adults

Be punctual and keep appointments

Be willing to learn how to keep records and write reports

Be willing to learn how to use Information Technology

Have the ability to work within professional boundaries

Revised: September 2006