



Young Achievers Group Leader Role Profile

DS Achieve is looking for an inspiring and highly motivated youth leader to work with children/young people with Down Syndrome.

You will plan, manage and deliver a weekly, term-time only social and developmental activity group for school age children/young people with Down Syndrome. You'll run the group, manage the team, organise the sessions and deliver awesome activities to help children with Down Syndrome develop their life skills and social communication.

- **Contract:** Initial 3 month Fixed Term Contract, with a view to renewing for the next academic year
- **Hours:** 7.25 hours per week, term time only, for 10 weeks per term
 - 4 hours on a Saturday afternoon, 2pm - 6pm
 - 3.25 hours admin time, to be worked flexibly between Monday to Friday
- **Pay:** £18.50 per hour
- **Agreed expenses covered by DS Achieve**
- **Location:** Applecroft School, Applecroft Road, Welwyn Garden City, AL8 6JZ
- **Holiday:** Statutory holiday entitlement
- **Start date: Monday 15th April 2024**

DS Achieve's Vision

Our vision is that every child with Down Syndrome in our community has the opportunity to thrive and reach their potential.

DS Achieve's Mission

We support and champion children and young people with Down Syndrome. We do this by:

- providing advice and support to their parents and carers
- ensuring professionals are knowledgeable and skilled
- creating a positive, inclusive community

About DS Achieve

DS Achieve is a registered Charitable Incorporated Organisation formed by parents of children with Down Syndrome. We empower families and professionals to enable children and young people with Down Syndrome to fulfil their potential, whatever that may be – and it will be different for every child or young person.



Geographically, we are focused on families in and around Hertfordshire. The DS Achieve team currently consists of five Trustees, eight employees and a team of volunteers.

Role details

DS Achieve is looking to recruit a youth leader to plan and deliver a social and developmental programme for children and young people with Down Syndrome. You will report to the Operations Manager and be responsible for weekly focused activity sessions, managing a team of employees and volunteers, communications with parents, and liaising with the venue and external activity providers where needed.

Our ideal candidate is an experienced youth leader (e.g. with a youth team/organisation or of a Brownies/Scouts type unit/programme) and has experience of working with children with SEND.

Duties will include, but not be limited to, the following:

You will:

- use your skills and experience combined with existing resources to plan and deliver a varied and interesting range of activities which are focused on the development of social skills and life skills for children and young people with Down Syndrome. These must be accessible and inclusive, and can be planned with your team and with input from parents. Some example activities may be arts and crafts, sports, dance, music, games, food based tasks, themed activities.
- deliver the weekly sessions, run activities with the children / young people / your team and actively participate
- manage an Assistant Leader, a Support Worker and a team of volunteers
- work directly with children and young people, supporting their personal development by providing an appropriate programme of activities
- provide a safe and supportive space
- look to remove barriers in accessing provision and where every child with Down Syndrome can take part, taking account of their individual needs
- use your initiative to get tasks done and strive at all times to be a positive role model to each individual
- communicate effectively with parents/carers
- monitor, evaluate and report back to the Operations Manager on a regular basis
- be able to follow policies and procedures around confidentiality, data protection, safeguarding and Health & Safety requirements (incl. risk assessments)

Requirements:

- Proven experience as a youth/group leader or similar for a group of children/young people
- Experience of and knowledge of the challenges of working with children/young people with SEND



- Excellent interpersonal skills - friendly and welcoming, good listener, clear communicator, good facilitator, happy to 'pitch in' - with the ability to establish good relationships with young people
- Excellent organisational skills
- People management experience, preferably including working with volunteers
- A strong commitment to young people and an understanding of the factors affecting their lives
- A sense of adventure and a willingness to try new things
- Patience, tolerance and flexibility
- Track record of high performance
- Good numeracy and literacy skills
- Safeguarding trained at minimum level 1 (or willing to undertake training at level 1 prior to commencement of the role)
- Good administrative and IT (Google Docs/Sheets/Forms) skills

Desirable, but not essential:

- Relevant qualification in youth work and/or teaching
- First Aid trained
- Experience of working with children with Down Syndrome and their families

Please note that successful candidates will be subject to Disclosure and Barring Service (DBS), Right to Work in the UK and reference checks prior to appointment.

If you think you may be suitable for this role and would like to find out more, please contact Fiona Forster, Operations Manager, on 07824 467471.

To apply, please email your CV and reasons for your interest in the role to us at info@dsachieve.org.