



Argyle Community Trust NCS Assistant Team Leader Location: Plymouth

Job Description

Hours: Competitive Hourly Rate
Department: Community Engagement (NCS)
Contract: 2-week Fixed Term
Reports to: NCS Team Leader
Area: Plymouth

Are you passionate about helping young people discover and develop skills?

If the answer is YES, Argyle Community Trust could have the job for you. We are looking to recruit individuals who are passionate about supporting young people's development by working on our Summer NCS programme.

National Citizen Service (NCS) is the country's fastest growing youth movement, with over 600,000 young people having taken part to date. The NCS programme uses a series of adrenaline-fuelled outdoor adventure activities, community-based workshops and social action projects to bring young people from different backgrounds together. These programmes equip young people with new skills, the tools to make a difference as well as helping them to discover the depths of their talents.

Our Summer programme dates for Summer 2022 are as follows:

Programme 1: 04/07/2022-15/07/2022

Programme 2: 11/07/2022-22/07/2022

Programme 3: 25/07/2022-05/08/2022

We are looking for someone who would like to work for a sport-for-change charity whose work across the South West positively affects thousands of lives. The candidate should have an understanding of the NCS programme and must want to work directly with young people to work with a team of participants during our Summer programme to make it exciting and engaging for all.

Experience of working with young people of KS4 age in community settings (including youth centres, local estates, and sports centres) is desirable and the ability to manage challenging groups and/or individuals is essential. Working on residential projects is necessary, as per the structures and demands of the programme.

As a registered charity, the Community Trust works in close conjunction with Plymouth Argyle Football Club, with many people working across several sectors where sport has proven to be the ideal tool for creating lasting education and engagement with individuals.

Argyle Community Trust is an equal opportunities employer and welcomes applications from all suitably qualified persons regardless of their age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation. Argyle Community Trust is committed to safeguarding and promoting the welfare of all participants on our programmes and promotes robust policies to ensure that our staff and volunteers adhere to safe practices. The successful candidate will be subject to undertaking enhanced DBS checks prior to employment.

If you can meet the specifications and would like to become part of the Argyle Community Trust team, please complete our online application form <https://forms.gle/Lr5x7kHHEndy7jAL6> **AND** apply via the NCS website <https://wearencs.com/work-with-us/on-programme>. Please indicate your programme availability in your applications.

For further information about the work of Argyle Community Trust and our strategic aims visit <https://argylecommunitytrust.co.uk/about-us/>

Key Duties of an Assistant Team Leader are:

Training to be completed prior to programme delivery:

- Attend training prior to programme delivery, led by Argyle Community Trust
- Complete online training modules set up by NCS Trust
- FA Safeguarding Training (online)
- FA First Aid Training (online)

On programme:

- Fulfil the role of Assistant Team Leader during our two-week long Summer programme(s) by engaging with a team of 16 young people whilst adhering to programme guidelines, meeting core delivery aims, as well as adhering to Safeguarding, Equal Opportunities, Health and Safety and Data Protection policies. During the residential parts of the programme (week 1), the Team Leader is the lead on the safety and engagement of all young people. For this reason, you should be prepared to support them during long working hours
- Participate alongside young people in a variety of outdoor activities, whilst being mindful and supportive with regards to potential barriers to participation, including anxiety and nervousness
- Participate in all residential aspects of the programme
- Support your Team Leader and other members of staff to manage challenging behaviour to ensure NCS Trust guidelines are met
- Support the Wave Leader and Assistant Wave Leader with programme logistics to ensure that the programme runs to schedule
- Support the Team Leader in deciding which participants have achieved different outcomes during the programme, such as improved confidence

PERSON SPECIFICATION	Essential Desirable	Application or Staff record or CV	Interview view	Reference	Tasks
Qualifications and experience					
<ul style="list-style-type: none"> ● DBS Clearance ready or willingness to complete one ● Basic First Aid qualification or willingness to complete one ● Youth Mental Health First Aid / Safeguarding or willingness to complete ● Youth mentoring course or qualification ● Youth work, teaching or coaching qualification ● Degree in a relevant subject 	E E E D D D	✓ ✓ ✓ ✓ ✓ ✓	✓		
Knowledge, understanding and experience					
<ul style="list-style-type: none"> ● Knowledge and understanding of NCS Trust ethos and a passion for supporting the development of young people ● Experience or understanding of how to engage with young people in a youth work, sports or educational context and a proven ability to communicate effectively and develop rapport with young people ● Understanding and Empathy: Works to understand others – their strengths, fears and needs. Willingness to be prepared to lead by example and encourage others to do the same. ● Knowledge of what motivates young people and the ability to manage challenging behaviour ● Understanding of safeguarding and appropriate boundaries when working with young people ● Knowledge and experience of residential camps, activity programmes or social action projects ● Sensitivity to the needs of colleagues and young people ● The ability to work in a fast-paced environment and to make decisions under pressure 	E E E E E D E E	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓	✓ ✓ ✓ ✓ ✓