

**MANCHESTER YOUNG LIVES**  
**JOB DESCRIPTION**

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<b>Job Title</b>	Therapeutic Engagement Worker (Children & Young People) – Fixed Term
<b>Salary</b>	£21,926 (Pro Rata) Actual salary payable £17,544
<b>Hours</b>	28 hours per week including evenings and occasional weekend working
<b>Reporting to</b>	Head of Play and Youth Services
<b>Main Contacts</b>	Young people, external agencies e.g. Social Services, YOS, Police, local facilities, schools, MYL staff.

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**Place in organisation**

Working as part of a team of Play & Youth Workers supporting children and young people in centre based and community settings.

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**Main Purpose of the job**

To provide high standards of pastoral and therapeutic support for children and young people, especially those suffering increased levels of anxiety, loss of confidence and self-esteem, missing school or other types of isolation and trauma. The role will involve working face to face with children and young people in MYL centres, schools and in the community. Working late afternoons and evenings using a community-based approach and working collaboratively with local agencies in designated areas. Sessions will be city wide.

The specific duties of the post-holder may vary to adapt to changing circumstances without changing the general scope of the post which is a 'hands on' role supporting children and young people 5 – 18 years old who are being impacted by anxiety, health and wellbeing issues.

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**MAIN TASKS & RESPONSIBILITIES**

1. Manage and deliver pastoral and therapeutic support to children and young people 5 - 18 years old who have been impacted practically and emotionally by anxiety, health and wellbeing issues so they can engage successfully with learning, including in school and out of school or community activities
2. Use creative and innovative ways to engage children and young people who have become withdrawn and anxious about attending school or other types of distress which is impacting upon them negatively
3. Advise and guide children and young people in relation to their personal needs and care providing support and information for their social and health development
4. Be responsible for key working specific children, supporting their education, liaising with parents/carers and being a point of contact for external professionals e.g. social workers
5. Use positive engagement / asset-based approaches to guide working relationships with children, young people, wider family, external agencies to promote positive development
6. Support children and young people who have additional needs and barriers to learning, including those with SEND and challenging behaviours

7. Review, evaluate and record children and young people interventions, crisis support and reintegration with education packages contributing to multi-agency assessments and planning
8. Work collaboratively and constructively with parents, schools, and wider support agencies to evaluate and support learning activities to ensure children and young people can access learning at school, college and training opportunities
9. Develop mentoring arrangements with children and young people providing appropriate support, especially for Looked After, Leaving Care and those living independently.
10. Provide accurate and detailed feedback reports and data linked to children and young people referrals for support, progress, behaviour using a range of ICT packages
11. Manage record keeping systems and processes ensuring information recording, security, and confidentiality are maintained to professional standards
12. Promote and adopt highest standards for Safeguarding and other policies to ensure compliance with statutory procedures, including making referrals e.g. to Early Help
13. Manage own administration, record keeping, correspondence, filing and communicating with stakeholders using electronic systems e.g. Zoom, email, telephone
14. Prepare specific documentation relating to children and young people, for example, contributing to Individual Learner Plans, IAG and individual risk assessments

### **ADDITIONAL TASKS & RESPONSIBILITIES**

1. Deputise for Play & Youth managers if required, e.g., annual leave
2. Support the aims and ethos of MYL
3. Comply with the organisation's expectations for dress, punctuality, and attendance
4. Attend team and staff meetings as required
5. Be proactive in matters relating to own and others health and safety
6. Participate positively in training and professional development
7. Carry out all duties with full regard for all MYL policies and procedures, in particular those relating to safeguarding, child protection, health & safety, security, confidentiality, data protection, diversity and equality
8. Maintain good relationships with partner bodies and the general public in order to uphold the organisation's high standards and professional image
9. Ensure that personal conduct in and out of work does not conflict with the professional expectations of the organisation, consistent with MYL Employee handbook and Code of Conduct
10. Carry out any other duties which are within the scope and purpose of the post as directed

**Manchester Young Lives is committed to safeguarding children and young people. All post holders are subject to appropriate vetting procedures and a satisfactory Disclosure and Barring Service Enhanced with barred list information check.**

**MANCHESTER YOUNG LIVES PERSON SPECIFICATION**  
**Therapeutic Engagement Worker (Children & Young People)**

<b>QUALIFICATIONS</b>	<b>Essential (E) Desirable (D)</b>
Degree level or similar in relevant subject area	D
Professional Qualification e.g., Youth Work, QTS, Social Work	D
Safeguarding L1 (completion at induction)	E
Full Driving Licence	D
First Aid or willingness to complete	E
<b>PRACTICAL SKILLS</b>	
Experience of using a variety of IT applications to support information processing and communication including MS Office	E
Excellent written and verbal communication skills	E
Ability to work with minimum supervision and use initiative	E
Ability to work constructively as part of a team of play and youth workers	E
Ability to form positive relationships with children, young people and parents/carers	E
Good organisational skills and the ability to prioritise workload	E
<b>KNOWLEDGE &amp; EXPERIENCE</b>	
Have a minimum of 2 years' experience working with 5 - 18-year-olds in a relevant setting (paid or voluntary)	E
An awareness of the needs and challenges faced by children and young people from disadvantaged backgrounds and children with additional needs.	E
Knowledge and experience of completing assessments of children's needs	E
Experience of using techniques to promote positive behaviour	E
Experience of promoting/contributing to partnerships and multi-agency working within the community, particularly those agencies and partners who focus on support and activities for disadvantaged young people.	E
Experience of working within a regulated environment e.g., Ofsted, QCQ	D
Practical experience of assessing and managing risk	D
Experience of working in the voluntary and or community sector environment	D

<b>PERSONAL ATTRIBUTES</b>	
A positive attitude towards engaging young people supporting their personal and social development	E
A commitment to safeguarding the welfare of young people	E
Excellent communication skills with children, colleagues, parents/carers and professionals.	E
A commitment to promoting equality of opportunity and the celebration of diversity	E
Be confident, positive, and approachable	E
Adaptability and willingness to embrace challenges	E
<b>WORK RELATED CIRCUMSTANCES</b>	
Enhanced DBS – Post exempt for the rehabilitation of offenders Act 1974 – All appointments will be subject to completion of a successful DBS	E
Minimum level of health and fitness required as this post involves regular physical activity and travel in all weathers – post subject to a pre-employment health check	E
Requirement to work across Manchester at multi sites	E
Requirement to work flexibly to accommodate the demands of the post evenings weekends and occasional Bank Holidays	E