



An **OnSide** Youth Zone

RECRUITMENT PACK

(March 2024)

Thank you for showing an interest in one of our current vacancies. We are delighted that you are considering joining us at a time when more young people than ever before are coming through the doors of Carlisle Youth Zone (CYZ). We welcomed 11,700 visits from young people, provided 7000 free hot meals, and processed 800 annual memberships (taking our current active membership to almost 3000 young people). Being part of Team CYZ presents so many brilliant opportunities to have a positive impact on young people's lives.

Having joined CYZ myself almost two years ago, I can assure you that you would be joining an organisation that truly delivers on its commitment to a 'One Team' approach; meaning no matter what role you have as part of our almost 90 strong team, it is valued and supported by everyone in the organisation. The roles we are currently looking to fill are:

- **Youth Worker** – we have a couple of vacancies for people to add to our fantastic team of Youth Workers, contributing a minimum of 3 hours week during evening and weekend sessions within our Centre based and Detached provision.
- **Cleaner** – The first opportunity to join this vital team in 12 and a half years has become available. This position will be working 2-3 mornings per week, with the availability to cover holidays and other absences.
- **Reception & Business Support Worker** – the successful applicant will be the face of CYZ to our members and parents/carers who come in for our Youth Club sessions in our Inclusion Club
- **Catering Coordinator** – Due to the upcoming retirement of a current team member we are looking to recruit to this vital position for someone who will oversee our catering and food development. This position is available for up to 16 hours per week, with additional hours available is school holidays.

The closing date for all vacancies is Thursday 11 April 2024.

This range of vacancies have arisen due to a mixture of factors including the need to grow our team to respond to the increasing number of young people needing our support.

We recognise that the strength of CYZ (and the OnSide network of Youth Zones) is the diversity of our people, and we are actively promoting and advancing diversity and inclusion within our team. It is important to us that we achieve a culture where everyone can be themselves and thrive. Whilst we welcome all applications, we especially encourage those from under-represented groups including Black, Asian and Minority Ethnic individuals, people with disabilities, and members of LGBTQ+ community to apply.

I hope that this pack, alongside the information contained on our website, gives you everything you need to complete an application, but please get in touch if there is something we haven't shared that you would like to know.

Wishing you all the best with your application and I look forward to meeting you during the recruitment process,



Caroline Taylor-Beswick
CEO of Carlisle Youth Zone

ABOUT CARLISLE YOUTH ZONE

Carlisle Youth Zone (CYZ) is a charity set up to give young people aged 7 – 18yrs (up to 25yrs with additional needs) the opportunity to discover their passion and their purpose. We opened in 2011 and currently receive around 1200 visits per week from young people across the city. Integral to our work is a purpose built, £5 million building with facilities that include astro-turf pitches, 4-court sports hall, climbing wall, dance / drama studio, fully equipped gym, music room, and training kitchen. We welcome young people from diverse backgrounds to take part in Youth Clubs, activities and events 6 days a week, and provide opportunity to make friends, develop new skills, unlock their potential and have fun. Beyond the amazing facility, our greatest strength is our team who together, are focused on and dedicated to making a difference for young people. Whether through a conversation, a project, a game or targeted support, CYZ provides life-changing support that helps local young people to thrive.

Our current priorities

Our vision is simple - *to provide a safe and fun place where the potential of young people is developed and fulfilled.*

In order to progress and achieve our vision, we recently established five key priorities that collectively we will focus on over the next 3 years. These are:

1. Strengthening the Youth Zone's core, open-access, centre-based offer
2. Providing greater support to the growing number of young people living in poverty
3. Ensuring CYZ is a space where all communities of young people feel welcome
4. Locating Youth Voice at the heart of our decision making
5. Supporting young people's emotional wellbeing

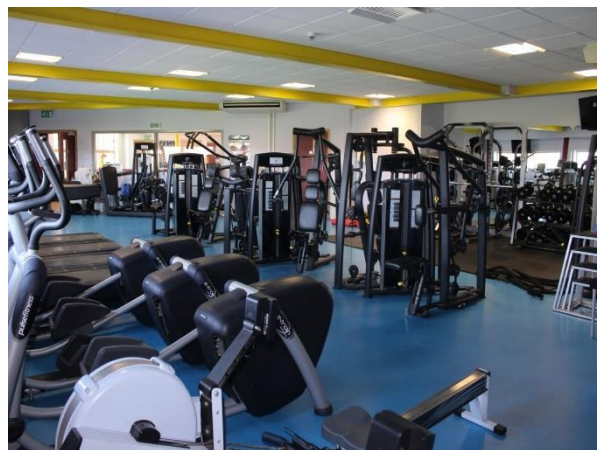
We deliver this through our universal, centre based programme, complimented by targeted youth work including our highly successful mentoring programme.

OUR PROGRAMME

Gym Sessions

We have a fully equipped gym with a wide range of cardio and resistance machines as well as free weights and energizers. A youth worker (volunteer or paid) who holds a level 2 gym instructor qualification is able to host gym sessions for our members.

We currently offer our Senior members (12 – 18yrs) access to the Gym between 3.15 – 5pm from Monday to Friday. We also aim to open the Gym for at least an hour during every Club night (Monday to Saturday).

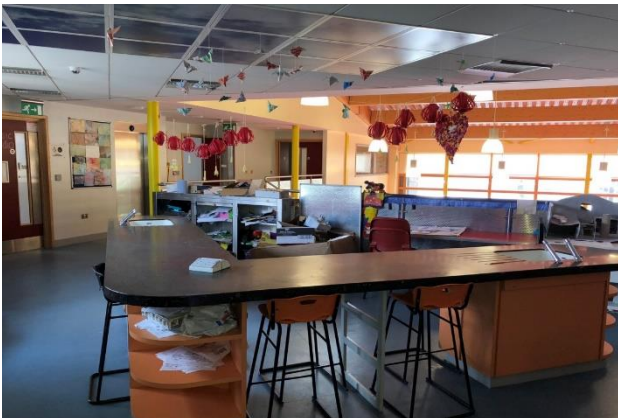


Junior Youth Club

We run a Youth Club for Junior members (7 – 12yrs) three times a week. This is on a Monday and Thursday evenings, and on a Saturday afternoon. We are currently welcoming up to 160 Junior members to each session and our aim is to offer up to 20 activities per session. Activities include Sports, Music, Cooking, Mindfulness, Environmental projects, a Book Club, Sewing and Making, Quiz's, Games Consoles, Pool Competitions and Arts and Craft. Through these activities, our team of staff and volunteers make a difference to the lives of young people by sharing their skills, expertise and interests; building positive relationships with young people, developing their confidence and raising aspirations.

Senior Youth Club

We run a Youth Club for Senior members (12 - 18yrs) three times a week. This is on a Tuesday, Friday and Saturday evenings. We are currently welcoming up to 100 Senior members to each session and our aim is to offer up to 20 activities per session. Activities include Sports, Art, Music (we have a band!), Cooking, Performing Arts, Environmental projects, a Book Club, Sewing and Making, Quiz's, Pool Competitions, Karaoke night, Open Mic Night, Films, LGBTQ+ group, Young Leaders and Youth Voice. Just like our Junior Club, through these activities our team of staff and volunteers make a difference to the lives of young people by sharing their skills, expertise and interests; building positive relationships with young people, developing their confidence and raising aspirations.



Inclusion Youth Club

Whilst we aim to encourage inclusion across all our Clubs, we recognise that for some, offering dedicated time and space which can respond more specifically to individual needs is important for us to prioritise. Our Inclusion Youth Club runs on a Saturday morning from 10 – 12.30pm, and currently welcomes up to 40 members aged 7 – 25yrs. We offer a wide range of activities during this Club, including Sports, Art, Music, Cooking, Environmental projects, Craft, Pool competitions and film. We also aim to routinely make use of our unique Sensory Room within this Club session.



Wednesday Project Night

Wednesday night is all about projects that welcome groups of up to 15 young people to take part in specific activities. Our recent programme has included:



- **Climbing** – with a qualified instructor, we are able to make full use of our climbing wall for 3 groups of young people a night
- **Nurture Through Nature** – Working with Cumbria Wildlife Trust this 10 week programme looks to get young people in to the outdoors – 6 of the 10 sessions are based at Gosling Syke Nature reserve.
- **Young Leaders** – a leadership course for leaders of the future. This group will play a vital role in our Junior provision where their leadership will be developed further. The group is currently working towards their October residential.

Mentoring

Our mentoring programme is funded by the four acre trust, and offers young people a weekly 1:1 session with a trained volunteer, providing opportunity to build a positive and trusted relationship which offers space to chat, play and think about how they can be their best selves. Mentoring can last up to 1 year and over time, allows young people to explore their hopes, wishes, aspirations and challenges – all with a focus on moving forward. Mentors offer person-centred support to young people when they need it.

Since September 2021, 81 young people have been supported through mentoring, 46 new volunteers have been recruited, and 12 training sessions have been delivered.

WORKING IN PARTNERSHIP

We enjoy a wide range of partnerships with organisations that are able to compliment and enhance our programme for young people. These include (to name just a few):

- Cumbria Wildlife Trust
- Carlisle United Football Club and Community Trust
- The Rock Youth Project
- People First
- Manchester United Foundation
- OUTReach Cumbria
- Multi Cultural Cumbria
- University of Cumbria
- Tullie House Museum
- Cumbria Police
- Cumbria Family Support
- Child Bereavement UK
- Beaumont College

PAY AND BENEFITS

The specific rate of pay for each role in the organisation can be found on the job description.

We also have a range of other benefits including:

- 25 days holiday a year (pro rata) plus bank holidays (pro rata)
- Employee Assistance Programme - a free and confidential service providing a 24/7 health and stress line, with counselling available, to help with a range of work, family and personal issues. This also includes access to a website specialising in shopping discounts and a wellbeing app.
- Access to the Best Doctors Service, via the Employee Assistance Programme, providing a second medical opinion on a range of healthcare needs when you require it most.
- Youth Worker specific support programme – offering all delivery staff access to 24/7 support and counselling regarding any issue – work or personal.
- Continuous personal development opportunities – offering opportunities both formally and informally to gain new skills and relevant qualifications.
- Access to the Onside Youth Zone Talent Academy
- Free CYZ memberships for children and close family members
- 50% discount on Holiday club spaces for children and close family members
- Free gym use (when not being used by young people)
- Free parking, tea/coffee, and uniform
- Competitive Pension scheme & death in service plan, for those eligible.

READY TO APPLY?

Alongside this Recruitment Pack, you will find a Job Description and Role Profile for each of our vacancies:

- **Youth Worker**

We are especially keen to hear from people who are able to contribute to the following sessions (weekly or bi-weekly):

- ✓ Monday Junior Club session 5 – 9pm
- ✓ Thursday Junior Club session 5 – 9pm
- ✓ Friday Senior Club session 6 – 9.30pm
- ✓ Saturday Junior Club session 1 – 4pm
- ✓ Saturday Senior Club session 6 – 9.30pm

We are also looking to expand our team of **Sessional Bank Staff** who are available to deliver daytime sessions as part of our school holiday club programme.

- **Morning Cleaner**

- This post is for 2.5hrs per day for 2-3 days per week, plus annual leave and other cover.

Application closing date: applications for all vacancies is Friday 5 April 2024

To apply, complete the application form which is available on the CYZ website (<https://www.carlisleyouthzone.org/about-us/job-vacancies/>) and return it to personnel@carlisleyouthzone.org

Thank you for taking the time to look at our vacancies, we look forward to receiving your application.