

Job Title:	Youth Delivery Mentoring Officer
Hours	37.5 hours per week – fixed term contract
Salary:	£27,027 per annum (London Real Living Wage)
Line managed by:	

Youth Delivery Mentoring Officer

We are looking for a committed, empathetic and passionate individual with experience in the youth work sector (this could be in a voluntary capacity). The successful applicant will understand our values and culture as an organisation and will demonstrate a strong desire to contribute to Reaching Higher's vision to empower young people to be leaders of their own lives.

This is a fixed term-contract until 31st August 2026 with the possibility of extension, dependent on funding.

Main Purpose of this Role:

This is an exciting role at Reaching Higher and has been designed to serve across multiple aspects of our work. These include one-to-one and group initiatives across schools as well as delivering activities in community settings. The purpose of this role is to support the development of positive activities for young people with complex needs across Reaching Higher's range of programmes and partnerships, in response to increasing levels of need and demand.

About Reaching Higher

Reaching Higher is a youth organisation which works with over 1000 young people aged 10-18 each year across Croydon. Developed in partnership with local churches, we are a youth-led charity with a Christian ethos (although we work with young people and partners of all faiths and none).

We place particular emphasis on providing trauma-informed support to young people and facilitating their development as leaders. We have established strong links with key local, London and UK-wide organisations and our approach leads us into regular working contact with partner schools, community groups, statutory services and churches.

Person Specification:

- Experience in assisting in delivering projects for young people (this can be in a voluntary capacity).
- Knowledge of local needs of young people in Croydon and surrounding Boroughs, especially with regard to the impact of Covid19 and the cost of living crisis.
- Understanding of the risks and support required when working with socially detached young people.
- Excellent communication and interpersonal skills to engage and motivate a range of stakeholders, including referring partners as well as young people.
- Able to plan and participate in group and one-to-one activities with young people (after full training).
- Ability to work flexibly and calmly in an intensive and responsive environment.
- Able to prioritise and organise own workload.
- An understanding of partnership working with statutory, voluntary and community groups.
- Ability to record and track young people's referrals and engagement using a digital management system

ROLE & RESPONSIBILITIES

Main Responsibilities:

- Supporting the delivery of Reaching Higher's range of activities for young people in schools and in the community, including sports, our youth-led café, drop-in wellbeing hubs and school holiday provision.
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- Mentoring a carefully selected cohort of individual young people and groups (initially those assessed as low-risk, with full training beforehand).
- Supporting Reaching Higher's Delivery Co-ordinators and Heads of Service to assess referrals, liaise with referring partners, match young people with mentors and projects, and monitor and evaluate their progress.
- Supporting in increasing awareness of Reaching Higher's different projects across statutory and community partners, including liaison with our Marketing team.

Monitoring & Evaluation

- Completing all required documentation accurately and within agreed timescales to ensure that internal monitoring requirements are met.
- Dealing with sensitive and confidential matters in a professional manner and in line with data protection and confidentiality guidelines and policies.
- Supporting the improvement of monitoring and evaluation processes.

An Enhanced DBS check is a requirement for this role.