



Are you passionate about supporting young people to reach their fullest potential?

The Magic Club (CIO) is a youth charity in Claremont, Blackpool, working with young people aged 7-18 to increase their skills, build positive relationships, access amazing opportunities and have loads of fun! We currently deliver youth club sessions five evenings a week during term time from our own venue, offering a diverse range of activities and projects. During the school holidays our programme grows, with daytime sessions, trips and residential.

But we are more than just a youth club, we also deliver a Duke of Edinburgh programme, Arts Award programmes, 1-2-1 work, project work, volunteering, training, support within our community and really tasty food. In short, we do whatever we can to support young people to reach their fullest potential.

This is a really great time to join the Magic Club as we develop and hone our programme of delivery and underpinning curriculum. With some big projects on the horizon, there will be great opportunities to put your unique skills and interests towards making a huge difference in the lives of young people.

Working for the Magic Club is exciting, rewarding and full of variety. This role includes delivering projects & activities, building positive relationships with young people and supporting our young volunteers.

You'll need to be confident and personable, great at communicating with young people and a team player who doesn't mind getting stuck in. Experience of working with young people is essential, but this could be within a voluntary role or a paid role.

If you don't already have a Youth Work accreditation or qualification, you must be willing to complete this within one year. We also provide regular team training to keep our knowledge up to date.

We are recruiting Sessional Youth Support Workers to join our team, primarily working with our Junior Groups (Year 3-6) on Mondays & Thursdays during term time. In term time our club sessions run from 5.15pm and the latest finish will be 9pm. But during school holidays you may be able to pick up extra hours in evenings, and during the day, including trips, project work and overnight residential.

We are looking for applicants who have experience of working or volunteering with young people aged 7-11.

Applications are welcomed from enthusiastic candidates who meet the criteria outlined in the Person Specification who are available for an immediate start. This role will require evening work, some weekend work and residential will also be available.

We will also consider a single candidate for both this role and our Business Support Officer vacancy, if the candidate has the relevant skills and experience. Please indicate on your application if you wish to be considered for both roles.

For an informal chat about the role please contact Laura White, Chief Executive Officer on 07721 074132 or by email; laura@magicclub.org.uk

*To apply, please complete and return the application form to Laura White at laura@magicclub.org.uk
by **Midnight on Wednesday 23rd October 2024**
Interviews will take place on **Saturday 2nd November 2024***

Registered Charity Number 1178232

We are an equal opportunities employer and welcome applications from all suitably qualified persons



Job Description

- £12.00ph (Real Living Wage)
- Part-time, 3.5-7 hours per week, Monday & Thursday evenings
- Additional hours including days may be available in school holidays
- Generous Holiday Allowance, accrual paid monthly
- This contract is fixed term and will expire end November 2025, contract extension will be reliant on additional funding income

Purpose & Scope

To deliver, monitor and evaluate high quality youth work sessions, with groups of young people aged 7-18 at the Magic Club and on trips, residentials and projects as required

To build appropriate, positive and empowering relationships with young people and work in a manner that facilitates inclusion

To facilitate access to information, support and referral to a range of agencies and services as required

To be proactive in safeguarding and supporting the health, safety, development and wellbeing of young people

To work in partnership with local agencies, families and the wider community

Key Objectives

To help deliver high-quality, fun and engaging youth work activities and projects with young people

To ensure safeguarding and health & safety procedures are met at all times

To promote and encourage participation and empowerment of young people

To promote equal opportunities practices and take positive steps to counter discrimination however and wherever it occurs

To advocate for young people whenever it is not possible for them to speak for themselves

To support young people to make informed and positive life choices and to provide them with the relevant information to do this

To facilitate positive relationships with other members of the community and provide opportunities for young people to influence issues that affect them

To ensure correct reporting procedures are followed each session

To assist with Magic Club events and activities as required

To adhere to Magic Club standards, policies and procedures

Registered Charity Number 1178232

We are an equal opportunities employer and welcome applications from all suitably qualified persons



Data Protection

All employees are under a legal obligation not to use or disclose any personal information that comes into their possession in the course of their duties in any unauthorised manner. Duties and obligations under the Act that relate to this particular post will be explained to the post holder upon appointment.

Special Working Conditions

The post holder may be asked to carry out activity outside of the Magic Club building to best meet the needs of young people.

The post holder will be expected to work outside of normal working hours including evenings/weekends and overnight for residential.

All staff will be expected to work across the Magic Club team for special events as and when requested

The post is subject to a three-month probationary period.

Due to the nature of the work, the post holder needs to be 18 or over

Magic Club is committed to safeguarding and promoting the safety and welfare of children, young people and vulnerable adults.

In return for your commitment and dedication to Magic Club we will provide regular training opportunities, active supervision, and an individual development plan, whilst working in a fully supportive team and with an amazing membership of young people

Relevant information for candidates

We will ask whether they you a barred person as per the DBS requirements and we will conduct a DBS check

We reserve the right to approach any current or previous employer for a reference

We will ask about disciplinary offences, including those that have expired

The Rehabilitation of Offenders Exceptions Order applies so we will ask about 'spent' convictions

We will ask you why you left your last employment

Providing false information will lead to no appointment or dismissal

Failing to declare conviction, caution or pending police action could disqualify the applicant for employment

Offers but not appointments are 'subject to satisfactory checks' i.e. no waivers and no unsupervised access to children until all appropriate checks carried out.

Registered Charity Number 1178232

We are an equal opportunities employer and welcome applications from all suitably qualified persons



Person Specification

	Essential	Desirable
Education & Qualifications	<ul style="list-style-type: none"> • A good standard of general education 	<ul style="list-style-type: none"> • Level 1 Youth Work qualification or above OR a willingness to work towards a higher qualification within 1 year of employment
Experience, Knowledge & Skills	<ul style="list-style-type: none"> • Experience of working or volunteering with young people aged 7-18 • Excellent communication skills evidenced with young people • Knowledge of Safeguarding processes and responsibilities • Ability to assess potential risks and make sound judgements • Good time management and organisational skills • Able to support the senior team to develop and deliver a high quality programme of work with young people • Able to adhere to all policies and procedures surrounding the post • Able to maintain records and keep clear accounts of work carried out 	<ul style="list-style-type: none"> • Good computer skills • Experience of reflective practice • Understanding of power sharing principles with young people
Attitude and Approach	<ul style="list-style-type: none"> • Passionate about supporting young people to reach their full potential • Non-judgemental and accepting of differences • Fun, engaging, empowering and enthusiastic • A practical and flexible approach to problem solving • Understanding of equitable practice • Flexible and adaptable outlook • Able to work evenings 	<ul style="list-style-type: none"> • Able to work during school holiday periods • Able to work some weekends and overnights

*To apply, please complete and return the application form to Laura White at laura@magicclub.org.uk by **Midnight on Wednesday 23rd October 2024**
Interviews will take place on **Saturday 2nd November 2024***

Registered Charity Number 1178232

We are an equal opportunities employer and welcome applications from all suitably qualified persons

