



# DREAMARTS

## JOB DESCRIPTION

<b>Job Title</b>	<b>Young Carers Navigator</b>
<b>Responsible to:</b>	Assistant Director
<b>Contract Period</b>	2 year fixed contract with potential to extend subject to funding.
<b>Salary</b>	£31,000-£33,000 pro rata
<b>Hours</b>	4 days per week.
<b>Benefits</b>	25 days holiday pro rata. Pension available based on contributions of 4% employee and 4% employer.
<b>Primary Work Location</b>	<u>DreamArts HQ</u> ; 34 Grosvenor Gardens, London, SW1W 0DH & various locations in Westminster.

### RECRUITMENT PROCESS

<b>Application Deadline</b>	Wednesday 27 July
<b>Interviews</b>	TBC
<b>Start Date</b>	At earliest availability.

DreamArts is committed to providing an integrative and inclusive programme and not to discriminate on the grounds of race, ethnic origin, nationality, or culture. We are also committed to becoming a more diverse and culturally representational organisation, therefore any applicant that identifies from a minoritized background and meets the essential criteria will be automatically selected for an interview.

### BACKGROUND

***'DreamArts has a profound impact on the lives of young people and is a model of exemplary practice.'*** - The Royal Central School of Speech & Drama, Impact Study

DreamArts has a mission; **to transform young lives by fusing arts and therapy.** Our award-winning outreach projects engage over four hundred 7-25 year olds each year. We target marginalised groups and reach young people living in the most severely deprived areas of Westminster where the level of child poverty is the 6<sup>th</sup> highest in the UK. DreamArts empowers members to explore who they are, build positive relationships and develop emotional wellbeing. We give those who have the heart of the UK's creative industries on their doorstep one of the few opportunities to engage with their creativity.

In the process they develop as artists by taking creative risks to explore and express their views, thoughts and feelings. Young people also work towards presenting their ideas and skills to others adding to their sense of achievement and self-identity. As a result, participants form stronger connections with each other and their families, and develop a greater sense of community. We are proud to have been awarded Outstanding Organisation of the Year Award at the Westminster Community Awards.

## PURPOSE OF THE JOB

We're searching for a **dynamic and innovative** project leader who is **skilled in supporting marginalised young people** and who is able to forge a new approach to meeting their needs. Support for young people with caring responsibilities in Westminster is varied, therefore Westminster City Council and Young Westminster Foundation are working with DreamArts to help join up services. The Young Carers Navigator role will **map pathways of support, build awareness among professionals** so they can identify and meet the needs of young carers, **lead DreamArts Carers Express** where a community of young carers creatively express themselves, and seek innovative approaches to supporting young people with caring responsibilities.

The role includes training and development in therapeutic approaches applied within DreamArts including the PACE attachment model, and you will receive regular reflection spaces with our Therapeutic Consultant to process your work and 'therapeutic lens' sessions exploring approaches for supporting the wellbeing needs of young people in your planning, delivery and evaluation.

The Young Carers Navigator role will be split into four strategic areas:

**Mapping Out Pathways** – joining up services and developing partnerships with organisations in Westminster that offer support to young people with caring needs. Through these connections, you will develop a pathway that young people identified as having caring responsibilities can be guided through and supported to identify services relevant to them. You will follow through with relevant referrals and ensure they can develop through the pathway.

**Training and Awareness** – Young people with caring responsibilities can often be an invisible group and difficult to identify. You will develop and deliver training and awareness raising events to support the addition of policies and approaches that will make a difference to the lives of young carers. This will include working with schools and colleges, Westminster Early Help Practitioners and voluntary sector organisations.

**Outreach and Recruitment** – Development and delivery of an outreach strategy to children, young people and families to support their engagement with the pathway. You will support young people and families to understand the definition of the role of a young carer and services available to them. Alongside this, you will work closely with Westminster City Council professionals and referral agents to identify young people with caring roles. Once referred, you will build relationships with young people and their families to sustain their engagement through regular check-ins, initial meetings, and ongoing engagement.

**Carers Express** – Producing and delivering creative and therapeutic activities for DreamArts flagship project for young people with caring responsibilities living or studying in Westminster. The current group is aged 11-17 but there is potential to develop projects for a younger cohort. The project should be thought of with a strategic and long-term vision that supports young people to use creativity to explore and extend meaning to the challenges they face, build a sense of belonging with peers sharing their experience and be supported with their emotional wellbeing. This will include projects in school holidays, residential (e.g. attending the UK Young Carers Festival) and phases of evening/weekend workshops.

## MAIN ACTIVITIES/RESPONSIBILITIES

- I. Producing, delivering and managing the ongoing Carers Express project to meet the needs and interests of carers participants with strategic and long-term vision.
- II. Lead and co-ordinate Facilitators brought in to co-deliver the project. This includes conducting team planning and debriefs and working with the Assistant Director to ensure the team have the necessary skills and training to deliver the project.
- III. Ensure that Carers Express maintains a high standard of quality and is managed and delivered within the context of DreamArts Theory of Change including implementing monitoring and evaluation systems.
- IV. Ensure the project and its delivery is underpinned by autonomous participation and equality of opportunity. This includes engaging young people at every level of the programme, identifying and responding to their needs and interests, and positively challenging and expanding their knowledge and experience.
- V. Apply a relational approach underpinned by the PACE (Playfulness, Acceptance, Curiosity, Empathy) model (training in PACE will be provided).
- VI. Oversee the development and production of young people's own creative work.
- VII. Develop and deliver training and awareness raising sessions for relevant partners and borough wide organisations, with each session evaluated.
- VIII. Research, development and partnership working to co-create a bespoke pathway of services and support for young people with caring responsibilities in Westminster.
- IX. Liaise with referral partners including Westminster Early Help Service, schools, professionals and partners to identify referrals and inform them of their client's development.
- X. Support young people and their families to understand the role of a young carer and identify relevant support in the pathway. Follow through with referrals and check-ins on their engagement.
- XI. Manage resources, including ensuring venues are booked and collating all expenditure receipts.
- XII. Implement safeguarding and welfare; this includes counter-signed and reporting to your Line Manager all incidents and causes for concern and ensuring the project adheres to DreamArts Safeguarding Policy and meets statutory requirements as laid down in the Keeping Children Safe in Education Act 2016.
- XIII. Take responsibility for Health and Safety within the project, including risk assessments, incident reporting and accident reporting.
- XIV. Provide support for young people who may be facing particular challenges. This may on occasion include one to one work and home visits with a view of outlining the project and developing action plans to enable their participation, as well as sign-posting participants to appropriate support agencies within or outside DreamArts.
- XV. Where the project allows you will support the group to plan and deliver a Presentation Event at the end of the project. This will typically involve young people taking responsibility for leading activities and presenting their achievements to family, friends and partners.

- XVI. To consult Carers Express participants and when applicable their families to identify their needs and where feasible respond to them.
- XVII. To produce end of project certificates and participants progress and evaluation summary reports.
- XVIII. Produce a qualitative and quantitative report at the end of the year evidencing the impact of the post including feedback from young people, families and professionals
- XIX. Keep abreast of developments in the young carers sector, identifying strategies, partnerships and key individuals. This includes initiating and responding to collaborative projects with other agencies.

## PERSON SPECIFICATION

### ESSENTIAL

1. Proven track record of supporting the development of young people
2. Proven track record of building relationships with young people and families
3. Excellent oral and written communication skills
4. Excellent partnership development skills
5. Experience of liaising with community groups, senior internal and external colleagues and organisations
6. Experience of writing project reports
7. High level of initiative and leadership qualities
8. Available to work during unsociable hours

### DESIRABLE

9. Experience in working with young carers
10. Experience of working within a London based council
11. An understanding of approaches in therapeutic arts practice
12. A qualification in therapeutic practice
13. A background in research practice and evaluation
14. Experience developing and delivering training
15. Experience and/or interest in the arts

### Important information required

Because the person appointed to this post has access to young people we follow strict procedures for checking our staff. This means that if you are invited for interview you will need to bring with you, a current passport or driving licence with a photo, and all documents that show any changes of name from birth to now (deed poll, marriage certificate etc).

You will also have to complete a *"Disclosure of Criminal Background"* form. **Having a criminal background does not automatically discount you from being appointed**, but you are obliged to disclose **ALL** convictions, including those considered spent. However, failure to disclose convictions is considered gross misconduct and makes a person liable to dismissal. If you want to discuss whether you are eligible for employment, please contact the Director Graham Whitlock for a confidential discussion.

We will include a personal interview in the selection process where we will talk with you about your motivation, values and attitudes in relation to your work, in order to test the qualities outlined on the person specification.