

Community Connector

Job Description

Salary: £25,000 per annum, pro rata

Full Time, 37 hours weekly

PATH Yorkshire is a regional education, training, and community development organisations established for 39 years. Due to the expansion of our services, we are currently recruiting for additional staff for our young refugees' (ages 17-21) programme.

We seek to appoint a highly motivated and enthusiastic candidate with excellent communication and organisational skills to engage with young refugees from the Afghan Resettlement Scheme in Leeds and parts of West Yorkshire.

The successful candidate will be working with local council staff and refugee referral organisations to recruit young Afghan participants to join community youth activities and youth leadership programme.

There is no specific language skills (additional to English) required. Referral organisations usually have their own volunteer interpreters.

Key Tasks and Responsibilities

1. Recruit young refugees, ages 17-21 from the Afghan Citizens Resettlement Scheme in Leeds/West Yorkshire.
2. Provide 1:1 person centred support using tools and techniques for goal setting and action planning.
3. Support young refugees to identify and articulate individual interests and aspirations.
4. Empower young refugees through co-production of group activities, trips and tours.
5. Motivate young refugees to become active in areas they are passionate or interested in, such as sports, music, arts, crafts, gaming, computer coding, AI, podcast, photography, videography, community journalism, performance and singing groups, youth leadership, and community forums.
6. Support young people in becoming more involved in their local community.
7. Provide information and guidance on further education, training, and employment opportunities.
8. Work proactively with community groups, referral organisations, and external agencies to remove barriers preventing inclusion of local young people.
9. Conduct initial, review, and exit meetings with individual participants.
10. Track and evaluate progress and outcomes of individual participants.
11. Accurately record all interventions with required project documents.

12. Maintain robust documentation of all participants activities with required evidence.
13. Produce quality and timely project reports with client engagement, outputs, outcomes, results, and progression.
14. Attends regular meetings and performance reviews as required by the project and PATH Yorkshire.
15. Comply with relevant legislations and all PATH Yorkshire's policies and procedures.
16. Work flexibly as may be required by project.
17. Perform other reasonable duties required by the Line Manager and/or CEO.

Essential Requirements – Skills, Knowledge and Values

Criteria	Essential Requirements	Means of Assessment
Communication Skills	Excellent written and verbal communication skills in English language.	CV/Cover Letter, Interview
Knowledge and Skills	The ability to work methodically, maintain standard procedures and design; and implement new processes and procedures when needed.	CV/Cover Letter, Interview
	The ability to solve problems with minimum supervision and take ownership and responsibility when required for specified areas of work.	CV/Cover Letter, Interview
	The ability to work flexibly and on occasional evenings and weekends to meet project/PATH Yorkshire needs.	CV/Cover Letter, Interview
	The ability to work to tight deadlines and be able to achieve individual, team and organisation targets, whilst maintaining a high quality of service to stakeholders.	CV/Cover Letter, Interview
	Ability to promote PATH Yorkshire to, and engage with, a wide audience of internal and external stakeholders.	CV/Cover Letter, Interview
	Proficient in Microsoft Word, Outlook, and Excel.	CV/Cover Letter, Interview
Participants Engagement	Ability to motivate and inspire participants to reach their full potential and realise their personal goals.	CV/Cover Letter, Interview
	To provide accessible information and support to participants engaged with the project.	CV/Cover Letter, Interview
	Ability to establish a constructive rapport with participants and external stakeholders.	CV/Cover Letter, Interview
	Ability to research opportunities and develop positive relationships with community groups, referral organisations, and other stakeholders.	CV/Cover Letter, Interview
Personal Qualities and Attitude	Ability to work flexibly and as a productive member of a team.	CV/Cover Letter, Interview

	Self-motivated, able to work proactively with less supervision.	CV/Cover Letter, Interview
	To participate proactively in team meetings, regular supervision and performance appraisals.	CV/Cover Letter, Interview

To apply, email your CV and Cover Letter to:

Jessica.thompson@pathyorkshire.co.uk

CLOSING: Please apply as soon as possible, we may close this vacancy when we receive suitable applications for shortlisting/interview.