

JOB DESCRIPTION & PERSON SPECIFICATION

Job Title: Youth Project Worker – Care Experience

Reports To: In Care & Leaving Care Project Manager and Head of Projects

Location: Countywide (Office base is Workington)

Contract: 12-month fixed-term contract, with the option to extend subject to continued funding.

Hours: 37 hours per week

Salary: £27,295 per annum, plus stakeholder pension, mileage allowance, health benefits, 25 days annual leave and optional hybrid working.

About Cumbria Youth Alliance

Cumbria Youth Alliance (CYA) works with and for young people to enable them to reach their full potential. We work collaboratively with young people, communities, schools, employers and partner organisations to create opportunities, reduce inequalities and improve outcomes across Cumbria.

Our Care Experience Programme supports care-experienced young people to overcome barriers, develop independence and successfully transition into adulthood. Through personalised, strengths-based support, we help young people build confidence, develop skills and access education, employment, training and wider opportunities.

Job Summary

The Youth Project Worker – Care Experience will play a key role in delivering high-quality support to care-experienced young people across Carlisle and West Cumbria.

Managing a caseload of young people, you will provide relationship-based support through one-to-one mentoring, group work, employability activities and transition-focused interventions. You will empower young people to identify their strengths, overcome barriers and achieve positive outcomes.

A significant proportion of the role is delivered within secondary schools across West Cumbria, working closely with school staff, Personal Advisors, social workers and wider partners to provide responsive, person-centred support.

Alongside direct delivery, you will coordinate elements of the Care Experience Enrichment Fund, helping young people access financial assistance, practical resources and opportunities that remove barriers to participation, education and employment.

This is a varied and rewarding role requiring flexibility, excellent organisational skills and a commitment to delivering high-quality support across multiple locations throughout Cumbria.

Due to the geographical nature of programme delivery, the role requires extensive travel throughout Cumbria, a high degree of flexibility, and a willingness to drive CYA minibuses to support programme delivery, activities and events.

Key Responsibilities

Supporting Young People

- Manage a caseload of care-experienced young people across Carlisle and West Cumbria.
- Build positive, trusting and professional relationships with young people.
- Deliver strengths-based one-to-one and group interventions that develop confidence, resilience, independence and wellbeing.
- Support young people to progress into education, employment, training and other positive destinations.
- Help young people identify and overcome practical, emotional and personal barriers.
- Maintain accurate records, action plans and case notes in line with organisational procedures.

School-Based Delivery

- Deliver engaging group and individual interventions within secondary schools across West Cumbria.
- Plan and facilitate sessions that meet programme objectives and respond to individual needs.
- Work collaboratively with school staff to identify and respond to referrals.
- Ensure all delivery complies with safeguarding, attendance and reporting requirements.
- Plan travel efficiently across multiple school sites and delivery locations.

Enrichment Fund

- Support the delivery and promotion of the Care Experience Enrichment Fund.
- Coordinate applications and support fortnightly funding panel meetings.
- Liaise with young people, Personal Advisors, social workers and partner organisations.
- Coordinate purchasing, payments and financial processes alongside the Finance Team.
- Support young people to access equipment, travel, essential items and opportunities funded through the programme.

Partnership Working

- Develop positive working relationships with schools, employers, local authorities and community organisations.

- Promote opportunities that improve outcomes for care-experienced young people.
- Support young people to access work experience, volunteering, employment and training opportunities.
- Represent Cumbria Youth Alliance professionally at meetings, events and partnership forums.

General Responsibilities

- Travel regularly throughout Cumbria to deliver programmes and support young people.
- Work flexibly to meet operational requirements, including occasional evenings and weekends.
- Contribute to monitoring, evaluation and continuous improvement.
- Uphold Cumbria Youth Alliance's values, safeguarding responsibilities and commitment to equality, diversity and inclusion.

Typical Working Pattern

While delivery varies according to programme demand, a typical working week may include:

- Approximately three days delivering within secondary schools across West Cumbria.
- Approximately two days supporting a caseload of care-experienced young people across Cumberland.
- Attendance at partnership meetings, training, planning sessions and programme activities as required.

Delivery locations and working patterns may change in response to referrals, operational priorities and programme requirements.

Person Specification

Experience in programme development, working with young people, partnership working, and strong organisational and communication skills.

Requirements	
1. Education and Training	Essential • Relevant experience in youth work, education, mentoring, social care or supporting young people. • Commitment to continuous professional development and undertaking mandatory training. Desirable • Level 2 or Level 3 qualification in Youth Work, Education, Social Care or a related discipline.

	Safeguarding Level 2 qualification or above.
2. Experience	Essential - A background in youth work, teaching or substantial experience supporting and mentoring young people - Willingness to undertake relevant training, including safeguarding Desirable - Experience supporting young people through transition points (e.g. post-16, independence) - Experience working with leaving care services or Personal Advisors - Experience coordinating or supporting access to funding, grants or practical support - Experience working with employers or supporting work experience/placement activity
3. Skills and Abilities	Essential - Ability to build positive, trusting relationships with young people - Ability to motivate and engage young people with differing needs and levels of confidence - Ability to identify barriers and support young people to overcome these - Strong organisational skills, including managing a caseload and competing priorities - Accurate record keeping and ability to use monitoring systems - Competence in Microsoft Office, particularly Excel and Outlook

	• Ability to communicate effectively with young people, professionals and partners Desirable • Experience using management information systems such as Upshot • Ability to support young people in practical situations (e.g. accessing services, purchasing items, attending appointments) • Confidence facilitating group sessions and leading activities
4. Knowledge	Essential • Understanding of the barriers faced by care-experienced young people • Awareness of education, training and employment pathways for young people • Understanding of safeguarding responsibilities and appropriate responses Desirable • Knowledge of local services and support available to care-experienced young people • Awareness of employability programmes and transition support models
5. Other Requirements	Essential • Full UK driving licence and access to a vehicle • Ability to attend delivery locations across Cumbria and adapt working patterns, locations and schedules to meet programme and operational requirements. • Ability to attend schools and other delivery locations throughout Cumbria in line with programme requirements, including early starts where required to facilitate school-based delivery. • Willingness to undertake minibuss driving (training provided where required) • Flexibility to work occasional evenings and weekends

Why Join Cumbria Youth Alliance?

At Cumbria Youth Alliance, you'll join a passionate and supportive team committed to helping young people thrive. We believe in collaboration, innovation and investing in our people. This role offers the opportunity to make a genuine difference to the lives of care-

experienced young people while working as part of an organisation dedicated to creating positive change across Cumbria.

How to Apply

To request an application pack, please contact us by email or telephone on 01900 603131.

Alternatively, download an application pack from www.cya.org.uk and return your completed application to hr@cya.org.uk

Closing date for applications: Friday 24th July 2026.