

JOB DESCRIPTION

Job Title	Engagement and Participation Worker		
Directorate	Children & Families		
Reporting to	Service Manager – Partnership		
Grade	12		
Evaluation ref:	AT1268	Job ref:	Family PRC12
Role purpose			
Facilitating a SEND Regional Young Persons forum (CYP SA) to ensure the voices of children and young people shape the services and priorities of the SEND system across the Southwest including NHS England and Southwest Innovation and Improvement alliance (SWRIIA).			
Responsibilities			
Develop links with young people and organisations working with young people to offer opportunities for their voices to be heard and inform service improvement, using a range of collaborative methods and approaches.			
Develop and deliver collaboration activities and feedback, both formal and informal that shapes strategy and policy that influences improved services for children and young people in Somerset and beyond.			
Work with children and young people to understand their perspective on their own and other children and young people's lives and transfer that perspective to decision makers in Somerset and beyond.			
Help the Partnership and Participation Team and its colleagues and partners to raise awareness of the benefit of hearing and acting upon the voices of children and young people.			
Help inform and be part of participation and engagement communications activity, eg social media channels, case studies, basic reports and presentation at events.			
Take part in Youth Voice events and forums and any relevant youth meetings as required in Somerset and beyond.			
Plan, deliver and support engagement activity that provides children and young people with the opportunity to understand what services are trying to achieve in terms of improvement in collaboration with children and young people.			
Help promote the issues and concerns most relevant to young people in Somerset and beyond, based on the life experiences of children and young people.			
Help the Partnership and Participation Team decide what key messages and experiences of young people in Somerset and beyond should help inform strategy and how the team should deliver communication messages to improve the advice			

JOB DESCRIPTION

partners receive about staff training and awareness on collaboration with children and young people.

Maintain clear accounts of activities and impacts to contribute to reports required for accountability, contract monitoring and performance management.

Available to work occasional evenings and weekends when children and young people's groups meet.

Impact

Contacts & Relationships

Work with other members of the Partnership and Participation Team.

Report to an Engagement & Participation Officer.

Regular contact with stakeholders to keep them updated on the progress of the activities and projects.

Frequent collaborative contact with other internal Somerset Council services and external agencies and organisations to gain access to young people's views and perspectives in Somerset and beyond.

Represent the Partnership and Participation Team at events and activities.

Resources

Access to existing consultation and feedback from young people; to collaborative tools, e.g. the Participation Toolkit and other relevant tools and to social media and digital platforms relating to participation and engagement.

Introduction to existing partnerships and networks relevant to the aims and outcomes of the activities and projects undertaken by the Partnership and Participation Team.

	Essential	Desirable	
Knowledge			
Demonstrating understanding and ability to engage with young people who have complex needs and may struggle to communicate and engage	X		
Demonstrate strong ability to work within a team setting and maintain good working relationships with colleagues and professionals from internal and external agencies including other local areas	X		

JOB DESCRIPTION

Understand the needs of local young people including the more complex issues that the most vulnerable young people face in society	X		
Knowledge of effective strategies to work with young people who struggle to engage		X	
Experience of engaging young people with lived experience of SEND		X	
Experience			
Demonstrable experience of working with children and young people in a coordinated and informal setting, including young people working in groups and forums	X		
Experience of planning, delivering and reporting of creative sessions and activities with and for young people including meaningful engagement on virtual meetings i.e., Zoom or Microsoft Teams	X		
Experience of engaging young people with lived experience of SEND		X	
Previous experience of setting up groups or forums locally, regionally or nationally		X	
Interest in the role of lived experience to inform future practice.		X	
Qualifications / Registrations / Certifications			
A good standard of education is required, at least 5 GCSEs at Grade 4 -9 /Level 3 or equivalent	X		
Possession of an appropriate qualification in working with young people such as Level 3 Diploma in Youth Work	X		
Evidence of work related continuing professional development.	X		
Experience of working with SEND children and young people		X	
Professional Youth Worker (degree level)		X	
Skills			
Demonstrates a commitment to safeguarding and promoting the welfare of children and young people	X		
Good verbal and written communication with a range of audiences including young people	X		
Able to communicate effectively and quickly establish strong working relationships with young	X		

JOB DESCRIPTION

people, colleagues and professionals from internal and external agencies; based upon respect and common regard			
Demonstrates empathy, sensitivity, self-awareness and acceptance of others	X		
Shows a positive, committed, adaptable, thorough and confident approach	X		
Good research skills, is reliable, excellent timekeeping, flexible approach, assertive and tenacious	X		
Able to manage workload, follow an agreed action plan and produce timely and accurate records	X		
Able to work to deadlines and manage conflicting demands and priorities to meet and complete the aims of the project	X		
Ability to work with a significant amount of autonomy	X		
Able to develop and fully utilise local and regional links and networks		X	
Confidently represent the needs of young people to partners, in reports and in meetings		X	
Ability to speak fluent English as stated in Part 7 of the Immigration Act(2016)	X		
Committed to diversity in project delivery	X		
Innovative and creative approach to project delivery	X		
Able to travel to meet the requirements of the post	X		
Drive, self-motivation, 'can do' attitude	X		

Working Conditions

Working Arrangements

Somerset Council's dynamic Working Strategy will be applied to this position.

Corporate Responsibilities

Understand, uphold and promote the aims of Somerset Council's equality, diversity and inclusion policies; health, safety and wellbeing of self and others; and Organisational values in everything you do. Equality and Diversity practice covers both interaction with staff, service users and communities and includes challenging discrimination and promoting equality of opportunity for all.

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Date: May 2025