



Project Lead Worker Job Description

The post holder will be working directly with young people and their families to support success in education. This role is therefore subject to robust safer recruitment, including an enhanced DBS check and online and social media checks.

The following points outline the key responsibilities of the Project Support Worker role:

- To plan the overview of sessions and activities for each half term on projects that you lead, including resource management to a set budget.
- To line manage a small number of project support workers, fostering their personal development and well-being.
- To deliver whole team training sessions to share expertise on several occasions throughout the year.
- To attend strategic meetings with the Senior Team on several occasions throughout the year to input broader discussions and development.
- To complete student induction meetings prior to new students joining the centre, feeding key information around risk management to the wider team ahead of the young person beginning to attend.
- To be a good role model, leading by example in the way you speak to and about other people, and to challenge any judgemental behaviour that is not appropriate as outlined in our equal opportunities policy.
- To value the young people, (and all members of the team), encouraging and guiding them as activities are undertaken both in the centre and out on project.
- To work alongside other members of the team to deliver high quality sessions for young people.
- To work 1:1 with students who are unable to access small group sessions for a range of reasons.
- To complete planning paperwork, student record sheets and half termly reports for students you work with.
- To visit new students or those who are struggling to attend in their home/at school to encourage engagement.
- To arrive on time and understanding the importance of maintaining high levels of student supervision when students are present.
- To adhere to risk assessments for each activity, supporting the wider staff team to implement these.
- To work within the guidelines for behaviour management including the safe use of de-escalation strategies and physical interventions where necessary, in line with training.
- To adhere to the Safeguarding Policy and Staff Code of Conduct.
- Not to impose your own personal views or religious beliefs onto a young person.
- To undertake any such other tasks deemed appropriate by the Director or other members of the management team.

Eagle's Nest is an educational charity rooted in Christian values of love and acceptance. We work with young people from all backgrounds, including those from all faiths or none. We are committed to high quality support and care, ensuring the ongoing welfare of the young people we work with. It is therefore vital that all staff are able to communicate effectively and without judgement as they work in an environment with young people and families who may have a very different lifestyle to their own.

We are committed to the development of our staff team and seek to support skill development through the provision of in-house and external training opportunities.