



Tokko Youth Hub - Job Description & Person Specification Sessional Youth Worker

JOB DETAILS	
Hours:	Sessional Opportunities Term time: Monday – Friday, 4:30pm – 7:00pm (weekly youth sessions) and/or School holidays: Various daytime hours supporting holiday activity programmes
Location:	Tokko Youth Hub, 7, Gordon Street, Luton, Beds. LU1 2QP
Pay:	£13.13per hour + holiday pay (equivalent to £14.71 per hour)
Reports to:	Young Person's Services Manager

Who We Are

Tokko Youth Hub is a charity in the heart of Luton supporting young people aged 13 yrs – 19 yrs or up to 24 yrs for those with Special Educational Needs (SEND) or young parents. Through weekly group sessions at our purpose-built facility and outreach in schools and the community, we provide a variety of activities and 1:1 support, fostering positive outcomes and holistic development to empower and encourage young people to lead happy and healthy lives.

What We Do

We facilitate six core weekly groups, the Drop-in, Just Like You Inclusion Group, OK2B, Ladies with Positive Attitudes, Boys 2 Men and Young Parents, and two support services, Brief Intervention Counselling and the Freedom Programme. These initiatives and our purpose-built facility's safe and inclusive environment provide opportunities to explore new interests and personal development and access specialist support for those facing challenges, helping all young people achieve their full potential.

Our Vision

All young people in Luton to be happy, healthy and to aspire.

Our Mission

To support young people aged 13 yrs – 24 yrs by engaging, encouraging, and empowering them to lead happy, healthy lives and reach their full potential.

Our Values

Supportive: We provide a nurturing environment where every young person feels valued.

Welcoming: Our doors are open to all, embracing diversity and inclusivity.

Inclusive: We believe in equal opportunities, ensuring no one is left behind.

Progressive: Continuously innovating to meet the evolving needs of our community.

Trustworthy: Building relationships based on integrity, transparency, and mutual respect.

About the Role

Join the Tokko Youth Hub team as a Sessional Youth Worker. This is a fantastic time to join us as we continue to grow and develop our services for young people across Luton.

This role offers flexible, sessional hours with the opportunity to support young people in our evening youth sessions during term time and/or at our daytime holiday programmes delivering enriching activities and experiences.

We are committed to building a diverse and inclusive team that reflects the lived experiences of the young people we serve. We warmly welcome applications from individuals of all backgrounds, particularly those from underrepresented communities.

We particularly welcome applicants who bring specialist skills or lived experience, including (but not limited to):

- Sport and physical activity
- Creative arts and media
- Skills development and informal education delivery
- Supporting young people with SEND
- Lived experience that reflects the communities and challenges of the young people we support

Purpose of the Role

- To engage young people in structured youth work programmes
- To support the delivery of engaging group sessions and holiday activities
- To build positive, trusted relationships with young people, particularly those facing disadvantage
- To contribute to our youth work offer that develops skills, confidence, and wellbeing

Key Responsibilities

Delivery of Youth Work Sessions

- Support and deliver evening group sessions (5pm–7pm) during term time and/or
- Deliver daytime programmes during school holidays, including trips and activities
- Facilitate engaging activities such as sport, creative arts, wellbeing, and life skills
- Encourage participation, youth voice, and active citizenship
- Support our accredited our programmes.

Engagement and Support

- Build positive and trusted relationships with young people
- Provide informal education through group work and one-to-one support
- Support young people at risk of social exclusion, anti-social behaviour, or disengagement
- Promote inclusion and help young people integrate and thrive

Monitoring and Safeguarding

- Carry out and follow risk assessments to ensure safe delivery
- Maintain accurate records and contribute to monitoring and evaluation
- Follow safeguarding, health and safety, and data protection policies at all times

Partnership and Community Working

- Work collaboratively with colleagues, partners, and the wider community
- Contribute to a child-centred approach, empowering young people in decision-making
- Support referrals and signposting where appropriate

What We're Looking For

- Experience (paid or voluntary) working with children and young people
- Strong communication and relationship-building skills
- A creative and flexible approach to engaging young people
- Ability to work evenings and/or during school holidays
- Understanding of safeguarding and commitment to equality and inclusion
- A willingness to learn and contribute to a growing organisation

Additional Information

- The role involves evening and/or occasional weekend work
- Work may take place both within the youth hub and out in the community
- You may engage with young people who present challenging behaviours
- This post is subject to an enhanced DBS check

Why Join Tokko?

- Be part of a passionate and growing team
- Make a real difference in the lives of young people in Luton
- Gain valuable youth work experience and development opportunities
- Flexible working that fits around other commitments