



Greener and Cleaner – Youth Outreach Coordinator

JOB TITLE: Youth Outreach Coordinator

CLOSING DATE: Sunday 24th April

SALARY: £30,000 (pro-rata £3,000) 1 year fixed term

CONTRACT TYPE: PAYE

SECTION: Charity Support

REPORTING TO: Youth Outreach Manager and Chief Strategy Officer

LOCATION: Based at the Greener & Cleaner Hub upstairs in The Glades, but also attending schools, colleges and other community organisations and events in Bromley Borough, may occasionally be based at home.

RESPONSIBLE FOR: Supporting the delivery of the Greener & Cleaner Youth Outreach Services across the Borough of Bromley. Helping to identifying key stakeholder groups, helping with outreach, engagement and support to those groups and helping with planning and coordination of new projects with the Youth Outreach Manager, including the first project which will be helping to establish Sustainable Fashion Clubs at schools and colleges.

HOURS: 0.5 days per week (with up to 10.5 additional paid days to help support the recently funded Sustainable Fashion Club project – this may add up to £1,211 onto the above salary).

ABOUT THE CHARITY:

Greener and Cleaner (G&C) was started in 2019 as a community interest company to help bring local people together and make a difference in order to help our planet and the future of our loved ones. In 2021 we achieved charity status and have grown to over 6,000 members and over 100 volunteers who give up their time to teach, help and deliver impactful events to the local community.

ABOUT THE YOUTH OUTREACH COORDINATOR ROLE:

Greener and Cleaner (G&C) are looking for a Youth Outreach Coordinator to help support and deliver our youth outreach service work. Our recently funded Platinum Jubilee Youth Outreach project will see pupils at 7 schools/colleges partner with G&C to set up their own Sustainable Fashion Club with a patron teacher, learning sustainable fashion skills and putting on their first sustainable fashion show. We are keen to develop new ideas and

projects with the youth community in Bromley, understanding what the young people would like to see and participate in. The Youth Outreach Coordinator will clearly understand G&C's mission and be comfortable talking with the community members and helping to manage and support the outreach projects alongside the Youth Outreach Manager.

Please note: The successful candidate will be subject to a reference and enhanced DBS check, in line with Greener and Cleaner's Safer Recruitment policy.

PERSONAL SPEC

- Committed to supporting the Charity to achieve its aims around normalising environmentally supportive behaviours in our community
- Very well organised
- Show aptitude for learning about Youth Outreach Services and be able to effectively work in a team
- Able to work autonomously on a day to day basis and report progress against project deliverables to the Youth Outreach Manager and the Senior Leadership Team
- Confident communicating with people verbally and in writing to ensure everyone is aware of and is getting the best out of our projects

DUTIES AND RESPONSIBILITIES:

- Support the Youth Outreach Manager and Senior Leadership Team in developing the Youth Outreach Service Strategy;
- Actively engage with the youth community, identifying what they would like to see in an Outreach service (youth engagement);
- Help to ensure the youth community within Bromley and the surrounding areas are aware of Greener and Cleaner and the work we do around sustainable living and the environment, part of this will involve liaising with and assisting the social media and marketing team where appropriate;
- Help the Youth Outreach Manager identify and engage with key youth outreach stakeholders and develop an ongoing relationship for future projects (including identifying the 7 schools for the Platinum Jubilee Sustainable Fashion Club Project);
- Testing new ideas and future projects with the community;
- Assist in delivering the Sustainable Fashion Club project ensuring it runs smoothly;
- Align with the charity's mission on a more sustainable future and be an advocate for Greener and Cleaner;
- Obtaining and actioning updates from other members of the project team;
- Liaising with the Youth Outreach Manager on future G&C projects, understanding the objectives and ensuring clear lines of communication

Given the nature of the role, we are keen to see applications from young people (16 years+) as well as experienced people. We put more emphasis on attitude and aptitude than previous experience.

If you think you might be interested and meet most of our requirements, please send a summary of experience or CV to gcbbjobs@gmail.com to express an interest.