Young Dads’ Collective Member

Job Description and Person Specification

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| **Job Title** | Young Dads’ Collective Member |
| **Grade** | 6 months Consultant contracts at London Living Wage plus travel  |
| **Reports to** | Project Co-ordinator |
| **Relationships** | Programmes team; communications team; external partners. |
| **Location** | London Bridge office and frequent travel  |
| **Role Purpose** | To co-design and deliver a range of services for the Young Dads’ Collective that will improve the lives of Young Fathers in the UK.  |

 **Key responsibilities:**

* Co-design, plan and deliver training, workshops and events to any organisation looking to improve the way they include young fathers in there service.
* Contribute to the long term development of project work through monthly planning sessions.
* Engage with young fathers in the community to make sure the project reflects the voices of its representatives.
* Represent young fathers at a national level through media appearances and government lobbying.

**Leading the work of the policy and public affairs team by:**

* Work with other members of the Young Dads Collective to contribute to the development of workshops, training and events that promote father friendly services
* Support monitoring and evaluation processes through the collection of information on the effectiveness of our work.
* Attend and help organise events such as training workshops, conferences and awards.
* Contribute to the development of new project ideas, with team colleagues.
* Carry out action research into the experiences of young fathers.

**Health and Safety at Work**

Staff employed by the organisation are expected to show due regard for the health and safety at work of themselves and their colleagues, and to cooperate with any measures designed to secure this.

**Diversity and Equality**

The organisation is committed to the highest standards of Diversity and Equalities practice in Employment, and in all aspects of its work.

**Performance Review and Support**

The organisation has a Performance Support and Development Policy, and the postholder will participate in the appropriate processes to secure their own development and that of other staff.

**Review**

This Job Description will be subject to periodic review in the light of the changing needs of the organisation. Any changes or amendments will be subject to consultation with the postholder.

**Person Specification**

E – Essential, D – Desirable

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| **Knowledge and experience** | **E/D** |
| Proven experience of fatherhood or expectant fatherhood under the age of 25. | D |
| Experience talking to young people and professionals.  | D |
| An understanding of the issues and barriers facing young parents.  | D |
| Good written and oral communications skills. | D |
| **Skills and abilities**  |  |
| Outstanding attention to detail. | D |
| Good organisational and time management skills. | D |
| Excellent oral communication skills when dealing with a wide range of professionals and young people. | D |
| Good written communication skills. | D |
| Flexibility in adapting to different and evolving programmes, and varying deadlines. | D |
| Ability to work as part of a tightly knit team and organisation. | D |
| Ability to occasionally travel around the country as required. | D |
| Ability to work under pressure, and to respond to short term deadlines. | D |
| Ability to use initiative and be proactive. | D |
| Commitment to working to Family and Childcare Trust’s values. | D |