

## Job Description

Role:	<b>Youth Work Team Leader</b>
Hours:	21 hours per week
Location:	Inverness (travelling to Abriachan and Moniack)
Salary:	£31,000 to £33,000 pro rata per annum depending on skills and experience

### **CashBack Hub X Background:**

Calman Trust, Abriachan Forest Trust and Moniack Mhor work in partnership to deliver CashBack Hub X, creating fun, youth-led spaces where young people relax, connect and try out new creative activities. The project focuses on engaging with young people, age 15-25, in low-income areas of Inverness, and particularly those who face challenges through isolation or are at risk of negative and anti-social behaviours.

A youth worker per organisation delivers the project, overseen by a Calman Team Leader. Weekly sessions invite young people to Hub X where they get an opportunity to meet others, enjoy a meal and explore new interests. Activities include a range of indoor and outdoor creative activities including film production, pottery, woodwork, cooking, outdoor adventure and creative arts. The youth workers build relationships with the young people and encourage them to try new activities or interests and make positive choices, diverting them from isolation and/or boredom.

The young people are given the opportunity to explore more in depth any activity they have a particular interest in and attend further sessions at any of the individual partner's facilities in Inverness, Abriachan or Moniack Mhor. Each young person is supported by a youth worker to develop a personal plan, identify support needs and pursue a positive course of action. The project team work collaboratively to meet individuals needs as well as creating a safe, supportive and empowering community.

The Team Leader role requires a blend of project management, people management, and a commitment to youth development to create a positive impact on young people and ensuring that their needs are met through effective and innovative programs.

### **As Team Leader you will:**

- Plan, deliver, and report on the project ensuring smooth and efficient delivery, and output and targets are achieved
- Lead and coordinate the activities of the Project Team and encourage collaborative working across partner organisations
- Design and deliver youth work programmes and activities that meets the needs of young people
- Support young people to be actively involved in planning and decision-making about the running of Hub X

- Develop youth work/CLD skills and knowledge across the team and partner organisations
- Establish assessment, evaluation and reporting processes and ensure consistency across partner organisations
- Recruit young people to the service and work in partnership with referral organisations to ensure young people's needs are met
- Market and promote the project through various media
- Liaise with volunteers and professionals to arrange delivery of creative activities
- Implement Health & Safety, Safeguarding, Equality, Diversity and Inclusion and other policies throughout project delivery
- Contribute to the development of youth work activity across Calman Trust
- Be proactive in own continuing personal development
- Undertake any other duties which may be reasonably required

**We want to hear from you if you have:**

- Proven youth work experience with the ability to guide, support, and empower young people
- An understanding of what motivates and engages young people as well as knowledge of the issues and challenges affecting them
- Knowledge of youth work/CLD principles, with an understanding of how to translate these into practical activities
- Excellent communication and interpersonal skills, including the ability to build positive relationships with diverse groups of young people and community partners
- People management/supervisory experience in supporting and motivating staff and volunteers
- Organisational and planning skills and experience to manage projects, coordinate activities, monitor progress effectively and meet deadlines
- Confidence to represent the partnership in external meetings and forums
- Knowledge of Equality, Diversity & Inclusion and how this should be reflected in the delivery of the project
- Knowledge and experience of child and adult protection and safeguarding legislation and practice
- Knowledge of the third sector and ability to sustain and create partnerships
- Resilience to unexpected changes and readiness to work flexibly (including evenings) to achieve goals
- A team-oriented approach to working with others to realise greater impact
- IT skills, including Microsoft office packages
- A full driving licence
- Appointment will be conditional on a PVG check

You can find out more about each partner organisation and the work that we deliver to young people by following the links below:

Calman Trust: [Homepage - Calman Trust](#)

Abriachan Forest Trust: [abriachan forest trust – Abriachan is a scattered rural community](#)

Moniack Mhor

[Moniack Mhor - Scotland's Creative Writing Centre](#)

To apply, please provide the following:

- A covering letter explaining why you are interested in this position, highlighting your relevant experience, and indicating how you meet the requirements of the role. This letter should be no more than two sides of A4. Please let us know if you wish to work full-time or part-time
- A CV

Please return to [alison.jolliffe@calman.org](mailto:alison.jolliffe@calman.org) by **5pm on Wednesday 20 May 2026**