

Youth Engagement Coordinator

Job Title:	Youth Engagement Coordinator
Project:	NLHF: Voices through Time: the Story of Care
Reporting to	Programme Manager – The Story Centre
Based:	Coram
Salary Range:	£18,000 per annum pro rata (£30,000 FTE)
Work Pattern:	Three days a week
Contract Type	Fixed Term until Autumn 2023

About Coram

Coram is the oldest children’s charity in the UK. We have been supporting vulnerable children for more than 275 years and are still finding new ways to help children. Coram helps children and young people develop their skills and emotional health, finds adoptive parents and upholds children’s rights, creating a change that lasts a lifetime. We now help a million children and young people every year and comprise a continuing narrative as the oldest children’s charity and birthplace of children’s social care.

About *Voices through Time: The Story of Care*

Voices through Time: The Story of Care is an NLHF-funded project to digitise Coram’s Foundling Hospital archive, and make it available to a wide audience online, so people can learn about its history of children in care. These records will be transcribed via a crowd-sourcing volunteer transcription project.

The project will also deliver a series of creative projects with young people with lived experience of the care system. Using the archive as inspiration, young people will create films, exhibitions, theatre and other creative outputs, talking about their own

experiences, and sharing these with the general public in an effort to change attitudes about care-experienced young people.

Purpose of the Role:

The Youth Engagement Coordinator will recruit and support young people in the development and delivery of a range of creative projects, inspired by the Coram archive. These projects will allow care-experienced young people to talk about their own experiences and stories, in a historic context.

Relationships

The post holder will report to the Programme Manager – The Story Centre. The role will involve close liaison with the Archivist and other partners to ensure a valuable and meaningful experience for those involved.

Main Duties & Responsibilities:

- Working with internal and external partners to co-deliver a series of creative projects (exhibition, theatre etc.) inspired by the Foundling Hospital archive
- Recruiting young people to take part in the creative projects through liaison with Coram's networks / local authorities etc.
- Working with the Archivist, external partners and freelance consultants to deliver the creative projects
- Managing their engagement to ensure meaningful involvement and high retention rates
- Supporting the personal development and progression of young people, including goal setting and 1:1s
- Managing a six-month Youth Engagement intern placement, or others as agreed
- Providing signposting to the young people for additional support if necessary
- Liaising with stakeholders, e.g. foster carers, agencies etc. as required
- Liaising closely with the Archivist to ensure that the creative projects have Coram's heritage material at their heart

- Working with external partners and freelance consultants to support the development and delivery of the projects
- Recruiting Story of Care Ambassadors and Stories of Interest volunteers
- Ensuring the safety of young people at all time, undertaking risk assessments and compliance with safeguarding duties
- Maintaining accurate records, in line with Coram policies and processes, and contributing actively to the monitoring, evaluation and reporting of the programme
- Facilitating, as required via the Coram Fundraising team, appropriate feedback and access for the programme funders or other Coram funders
- Any other duties within competence as required.

Person Specification

- Experience of supporting the engagement of young people, preferably in a heritage / creative context
- Excellent interpersonal skills with the ability to communicate with a wide range of people internally and externally
- Experience of working with diverse groups of young people, ideally from a care background
- Experience of working with young people to develop and deliver projects preferably in a heritage / creative content
- Experience of developing and running training for young people from diverse backgrounds and abilities
- Strong organisational and administrative skills to ensure deadlines are achieved
- Well-organised, with great attention to detail
- Good communication and facilitation skills
- Flexible and can-do attitude
- Team player with experience of working with external partners and freelance creative consultants
- An understanding of the duties and responsibilities of a social care organisation and of the issues and experiences of young people from care
- Interest in and commitment to Coram's ongoing work and values
- Demonstrable understanding of safeguarding with young people and undertaking project based risk assessments
- An understanding of and commitment to equal opportunities (E)