


We Belong – Outreach Worker- Manchester

	Role Description
Role	Outreach Officer
Reporting to:	CEO
Organisation purpose:	<p>We Belong exists to ensure young migrants living in the UK are treated equally and fairly in the society they call home. We Belong works with and for young migrants to hold those in power to account and fight for wider reform.</p> <p>We do this by breaking down barriers through direct advocacy, strategic campaigning, equipping young migrants to be leaders and setting agendas within the migration sector. We also provide support by giving accurate information on student finance rules, providing various opportunities and make referrals to organisations for young people to get the legal advice they need.</p>
Context	<p>We Belong works exclusively with young people who have migrated to the UK and are impacted by hostile immigration policies. We support and enable these young people to challenge these policies themselves.</p> <p>We Belong will be opening a branch in Manchester, partnering with The University of Manchester to develop relationships with schools in the city. We will work closely with student volunteers to identify young migrants with support needs and develop a programme of support to improve individual outcomes.</p>
Role purpose:	<p>The Outreach Officer will provide quality support for young migrants who have migrated to the UK and are seeking help in accessing higher education. They will develop a core community of young change agents by working closely with educational institutions and community groups. The Outreach Officer will develop a programme of activity to engage young migrants from diverse communities, build campaigns and develop young people with lived experience.</p> <p>This role requires supporting and regularly checking in on young people who are affiliated with We Belong in the Manchester area; providing a non-judgmental environment in which migrants are able to speak freely about the issues that affect them. The Outreach Officer will provide accurate information for those who need it and engage young people in various We Belong activities.</p>
Key accountabilities	Key activities/tasks
Working with clients	Upholding a positive, empowering approach to work with young people, including: <ul style="list-style-type: none"> • Working respectfully and non-judgementally to engage young people in We Belong

	<p>work.</p> <ul style="list-style-type: none"> • Encouraging participation when appropriate. • Maintaining appropriate, bounded relationships with young people. • Developing an understanding of and keeping up to date with relevant policy and legislation. • Acting on safeguarding and risk information in line with We Belong policies and procedures.
Partnership and team working	<p>Maintaining effective liaison with colleagues working across We Belong and external organisations including:</p> <p>Communicating with the University of Manchester’s Widening Participation Team and liaising with student volunteers.</p> <ul style="list-style-type: none"> • Initiating conversations and maintaining relationships with schools in Manchester • Attending and participating in team meetings and other events including training days. • Identifying cases where policy and campaigning work could be undertaken. • Contributing frontline experience to We Belong campaigns and sector change work. • Networking and building relationships with external professionals and agencies supporting young people.
Outreach work and external communications	<p>Providing high quality community organising support to young people and raising awareness in support for the project’s work, including:</p> <ul style="list-style-type: none"> • Developing presentations and workshops and organising school visits. • Developing and communicating with a network of young people to build the youth movement. • Supporting, training and developing young people to become leaders. • Planning, organising, and delivering training events and other group activities. • Communicating with external organisations and stakeholders in a clear and professional manner. • Supporting all relevant communications activity across online and offline media.
General responsibilities	<ul style="list-style-type: none"> • Attending and participating in internal meetings as required. • Being a positive, co-operative and constructive team member, upholding the values of We Belong. • Complying with We Belong’s monitoring and recording requirements. • Representing and promoting the organisation’s work positively. • Carrying out all work with due regard to We Belong’s policies and procedures, including safeguarding and staff safety. • Promoting Equality and Diversity principles in all aspects of work.
Other duties	<ul style="list-style-type: none"> • Carrying out any other duties which fall reasonably within this role.



Person Specification

	Essential (must have in order to carry out the work)	Desirable (not essential but preferable)
<p>Knowledge</p> <ul style="list-style-type: none"> • Understanding of the principles and practice of youth participation. • Knowledge of student finance rules and regulation. • Knowledge of other organisations working in the sector. 	<p>x</p> <p>x</p>	<p>x</p>
<p>Experience</p> <ul style="list-style-type: none"> • Experience of providing information and advocacy to young people. • Experience working with young people. 	<p>x</p>	<p>x</p>
<p>Qualifications and training</p> <ul style="list-style-type: none"> • Relevant qualifications/training to the post. 		<p>x</p>
<p>Skills and abilities</p> <ul style="list-style-type: none"> • Ability to develop relationships with and relate to a diverse range of young people. • Skills in providing information, and assistance. • Excellent verbal and written communication. • Ability to plan, record and organise work. • Ability to create effective working relationships with other professionals. • Ability to understand relevant legislation and policy. • Ability to represent We Belong at external meetings. 	<p>x</p> <p>x</p> <p>x</p> <p>x</p> <p>x</p> <p>x</p>	
<p>Qualities</p> <ul style="list-style-type: none"> • Energetic, self-motivated and organised individual who is prepared to champion We Belong’s mission, work collaboratively and uphold our vision and values. • Creative and enthusiastic thinker, who is able to support their team to examine cases and identify options that will enhance opportunities for young people. • Resilient, emotionally intelligent individual who understands the nature of working with young migrants and is able to work in a professional manner. 	<p>x</p> <p>x</p> <p>x</p>	
<p>Other requirements</p> <ul style="list-style-type: none"> • Resident of Manchester and familiar with the area • Prepared to work out of hours occasionally • Willing to attend training 	<p>x</p> <p>x</p> <p>x</p>	

September 2021