

Senior Youth Participation Officer

**Joining
YOUNG**



What's the problem?

1 in 6 children and young people aged 5-16 suffer from a diagnosable mental health disorder - that's around 5 in every class.

Half of all mental health problems manifest by the age of 14, with **75%** by age 24.

3 in 4 children with a diagnosable mental health condition do not get access to the support that they need.

Nearly **half** of 17-19 year olds with a diagnosable mental health disorder has self-harmed or attempted suicide at some point.

But we believe things can get better.

Who we are

We are leading the movement to make sure every young person gets the mental health support they need, when they need it, no matter what.

We provide young people with tools to look after their mental health. We empower adults to be the best support they can be to the young people in their lives. And we amplify young voices to change the world we live in.

Our purpose:

To stop young people's mental health reaching crisis point

Our vision:

A world where no young person feels alone with their mental health

Our mission:

To make sure all young people can get the mental health support they need, when they need it, no matter what

Our goals

To keep ourselves focused and on track, we've set out three strategic aims:

1. Helping young people to look after their own mental health
2. Making sure young people have adults around them who can really help
3. Building a youth-led movement to make sure support is there for any one who needs it



Helping young people to look after their own mental health

We will provide young people with reassurance and advice to help them make positive choices for their mental health and know what to do next if they are struggling.

Making sure young people have adults around them who can really help

Whenever a young person opens up about their mental health to an adult they trust, we want them to find someone who really gets it and can respond positively.

Building a youth-led movement to make sure support is there for anyone who needs it

By building a movement for change, through which young people can create the societal changes they want to see, we know that far more young people will get the support they need.

“I’m proud that YoungMinds genuinely uses the voice of young people to guide their approach as a charity and change the misconceptions around mental health.”

Alex, YoungMinds Youth Panel



Where we work:

YoungMinds is based close to London Bridge in Central London, although as an organisation, we are active all over the UK.

Our address is: 4th Floor India House, 45 Curlew St, London, SE1 2ND.

We are well served by public transport links: - local mainline stations are London Bridge and Waterloo. The nearest London Underground stations are London Bridge (Jubilee Line) and Borough (Northern Line).

When we work:

Standard Office hours are 9.30am – 5.30pm, with a one hour unpaid lunch break.

Some of our employees work non-standard hours - we have a number of part-time staff, and some of our team work on a sessional basis.

YoungMinds recognises the importance of helping its employees balance their work and home life and so we have a Flexible Working Policy in place. Any employee can make a request for flexible working. Whilst we cannot guarantee to accommodate a flexible working application, we do guarantee that we will carefully consider any request made.

Equal opportunities:

YoungMinds is fully committed to eliminating discrimination and promoting equality and diversity in our workforce and employment practices, in the work we undertake, and in the provision of all our services.

We therefore expect all of YoungMinds staff to be willing and able to make a positive contribution to the promotion and implementation of YoungMinds' Equality and Diversity policy.

Safeguarding:

YoungMinds is committed to safeguarding and promoting the welfare of children and young people and we therefore expect all staff and volunteers to do the same. We ask all staff to undertake safeguarding training when they join us.

Pre-employment checks:

Due to the nature of the work we do, before starting with YoungMinds, the following checks are carried out:

Reference check: All job offers are conditional on the receipt of satisfactory references.

DBS check: We ask our employees to complete an Disclosure and Barring Service (Criminal Records Bureau) Check. The level required will depend on the role you are applying for and will be confirmed to you as part of the recruitment process.

NB: A previous conviction will not necessarily prevent you from joining YoungMinds. YoungMinds is committed to treating all applicants and employees fairly.

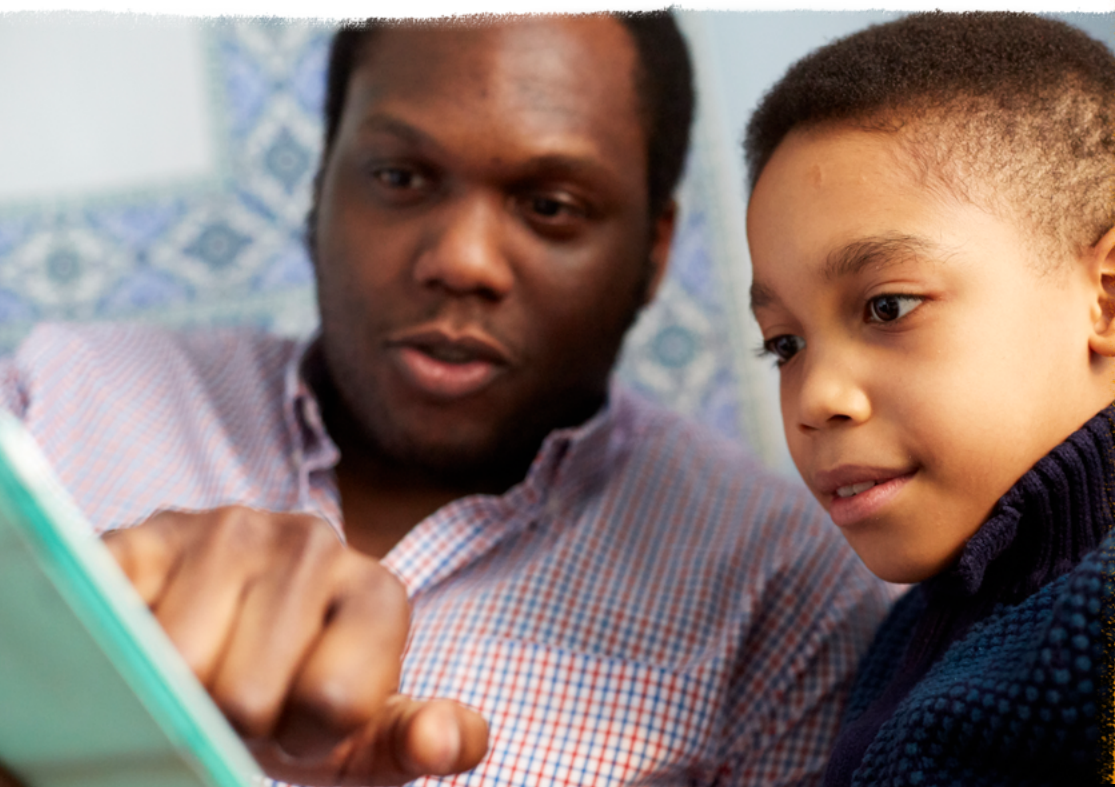
Identity check: We are also obliged to confirm your identity and obtain proof of your right to work in the UK.

When you join:

All new staff benefit from a full induction with both the People department and their team, as well as our core training programme, ongoing support and personal development

Probationary period:

All our posts are subject to an initial probationary period. This varies according to the length and type of the contract.



We offer our staff a wide range of health, wellbeing, lifestyle and financial benefits to ensure that we fully support all staff.

Benefits

Benefit	Full Time	Part Time	Zero Hour
Holiday – 25 days plus 8 bank holidays and 3 days off for Christmas closure (pro-rated for part time) + an extra 2 days after 3 years' service	Y	Pro-rated	Pro-rated
Employee Assistance Programme	Y	Y	Y
Regular activities such as Lunch and Learn and Book Club	Y	Y	Y
Pension - Employer 5% with minimum employee contribution at 3%. Subject to terms and conditions, pension contributions will begin automatically	Y	If minimum requirements met	If minimum requirements met
Cycle to work Scheme	Y	Y	Y
Travel loan (Available on completed probation)	Y	Y	N
Free early eye tests and money towards your glasses	Y	Y	Y
Commitment to continued professional development	Y	Y	If earning enough to be deductible
Access to Corporate Membership Prices for TasteCard	Y	Y	Y
Weekly fruit baskets in the office kitchens	Y	Y	Y

Completing a YoungMinds employee application form

If you have any questions about completing the application form / the application process, please contact the People team (atrecruitment@youngminds.org.uk).

We strongly recommend you look through the YoungMinds website before starting the application form. You may either type or write in black pen to complete your application form.

Personal details and availability

Fill out this section making sure all details are correct.

Education and qualifications

Ensure to include all relevant qualifications and level achieved.

IT skills

Please provide details as requested.

Training

Please give details of any training courses you have completed.

Professional bodies

Please state whether you are a member of any professional bodies, indicating your level of membership and qualification.

Eligibility to work in the United Kingdom

You must be eligible to work in the UK. We are currently unable to support visa applications.

Employment history

Please start with your current or most recent employer and give a brief description of your main responsibilities of that role. These descriptions do not have to be very long as you will have an opportunity to expand on certain aspects in the Statement of Suitability section.

Please list all previous positions of employment and ensure you account for any gaps in your employment history.

Statement of suitability

Outline all relevant skills, experience and training appropriate to this post. As we shortlist against the criteria you should relate your application to the requirements set out in the person specification (providing examples).

Completing the application form

Completing a YoungMinds employee application form

Referees

Always ask your referees permission before giving their contact details for your application.

Your referees should be your current or previous line manager, academic tutor or a volunteer manager if applicable. Do not give details of family, friends or colleagues.

We reserve the right to request to approach any previous employer if deemed necessary.

Referees will only be contacted after an offer has been made. We will confirm this with you before we approach your referees. If there is a problem with this then please contact us.

Completing the application form



Job Description

Job Title: Senior Youth Participation Officer	Salary: £36,712 - £40, 791
Hours: Full Time 1.0FTE	Based at: YoungMinds Office (Hybrid)
Reports to: Strategic Participation Manager	Direct Reports: None
Budget Responsibility: No	Contract type: Permanent

Our Youth Participation and Safeguarding team are currently working in a hybrid model which includes two office days per week and supporting young people both online in person. This may also include evening working or working off site. Our position regarding working arrangements is flexible and can be discussed with the successful candidate to ensure accessibility to the role.

Key Relationships:

You will work closely with the leaders of Youth Participation and Safeguarding, which include the Director of Community, Culture & Services, Head of Youth Participation & Safeguarding, Strategic Participation Manager, Youth Social Action Manager and Senior Safeguarding Manager.

You will also collaborate with colleagues in teams across the organisation, including the People team, the Insight and Data Analysis team, AJEDI team, Internal Communications team, Fundraising team, the Senior Leadership team, the Senior Management Team and the Board of Trustees.

In addition, you will liaise with and develop working relationships with external partners and stakeholders as required to support the Youth Advisory Group.

Job Purpose:

As Senior Youth Participation Officer, you will play a central role in championing and embedding a culture of participation across YoungMinds. This means ensuring that young people's voices, experiences, and ideas are at the heart of everything we do. Your role will be essential in developing and sustaining strong, anti-oppressive participation practices. A key focus will be engaging those who are most marginalised from the mental health

conversation, including Black and Asian and Racialised young people. Meaningful participation is vital to the impact of our work, and through your role, you will help ensure that no young person ever feels alone with their mental health.

You will do this by supporting colleagues across the organisation to work collaboratively with young people (aged 16-25) on our Youth Panel . You will underpin our internal culture of participation by delivering two core programmes of work:

- YoungMinds Culture of Participation – to build, support and improve the quality of participation practice across YoungMinds for all staff and volunteers
- YoungMinds Youth Panel – to embed meaningful decision-making at the highest level of the organisation.

The Senior Youth Participation Officer will be a visible and vocal advocate for the power of participatory practice, and the impact of working with young people, both on the work we do and the development and empowerment of young people. This means that no matter your role at YoungMinds, you will understand the principles of brilliant participation and know how to work safely and meaningfully with young people, putting your learning into active practice.

The role requires strong anti-oppressive youth participation experience, as well as excellent, creative facilitation skills with people of all ages and learning styles. Critical to this role is building engaging relationships with staff across our organisation, including our senior leadership team, senior management team, and our Board of Trustees.

Ultimately, you will play a key part in making sure we achieve our mission – That no young person feels alone in their mental health– by giving young people the strongest possible voice across our charity.

Key Responsibilities and Duties:

- Champion a joyful, compassionate, anti-racist and anti-oppressive participation culture in collaboration with young people, staff and volunteers, ensuring their voices shape organisational strategy, governance and delivery.

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- Lead on the strategic development of YoungMinds' participation work, working with senior leaders, the Board of Trustees and key stakeholders to ensure young people's perspectives are embedded in organisational priorities, governance processes and decision-making.
- Build organisational capacity for youth engagement by designing and delivering training, developing participation tools and resources, and providing expert guidance and role-modelling to colleagues at all levels.
- Lead the design, delivery and evaluation of the eighteen-month Youth Panel programme, including recruitment, coordination, safeguarding, skills development, and facilitating safe, inclusive workshops to inform organisational decision-making.
- Work closely with senior leaders, the Board of Trustees, and colleagues across teams to embed young people's perspectives in governance, strategy, and project delivery.
- Collaborate with colleagues to evaluate and improve participation practice, share learning internally and externally, and represent YoungMinds at sector networks.
- Ensure safe and inclusive delivery of all youth engagement activities, working with the Safeguarding Team to assess and manage risks in line with policy.

Our approach to work at YoungMinds:

- Work in accordance with the organisation's Vision, Mission and Values and all policies and procedures
- Champion the voice of young people and value of their lived experience to deliver change, actively seeking to increase their involvement in the organisation's and your team's work
- Support a culture of care for staff, volunteers and the young people we work with, including appropriate responsibility for safeguarding and following the organisation's policy and procedures at all times
- Champion and support the organisation's commitment to anti-racism, justice, equity, diversity and inclusion (AJEDI)
- Contribute to the culture of YoungMinds by joining in our events and activities including supporting our fundraising.
- Understand and actively seek to evolve the organisation's and your team's use of technology to improve our effectiveness and meet the needs of young people
- Ensure a privacy-led approach to data, ensuring individual and team requirements for responsible management of data

[youngminds.org.uk](https://www.youngminds.org.uk)

- Any other reasonable duties as specified by your line manager or members of the executive team to support the work of the charity, compatible with the nature and grade of this post.

Person Specification:

Job title: Senior Youth Participation Officer

Experience	To be assessed via application	To be assessed via interview	To be assessed via task
Experience of delivering strategic participation programmes that build skills and opportunities for young people to have a stronger voice in the systems and society they participate in	X	X	X
Practical experience of participation and engagement of young people with lived experience of mental ill health	X	X	
Experience of facilitating sessions, workshops or activities with people who have a diverse range of learning needs	X	X	
Experience of working effectively with a range of stakeholders, including those who are senior within an organisation		X	X
Experience of communicating effectively to a wide range of audiences including children; young people; colleagues and professional stakeholders		X	X
Skills and Abilities			

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You have a range of personal tools and practices which help you to respond to challenges and setbacks in a way that supports your own and others' wellbeing		X	
Ability to travel to meetings as projects necessitate and to regularly work weekends and evenings in order to manage and attend events with children and young people		X	
Knowledge and Understanding			
Understanding of what anti-oppressive practice is and what role you play in supporting marginalised, minoritised and racialized people in the work you do, including challenging the systems that impact them the hardest	X	X	X
Understanding of the social and cultural factors that may impact an individual's mental health and their experience of health services		X	
Knowledge of current key issues in children and young people's mental health	X	X	
Understanding of reflective practice and can demonstrate how you have learnt from others with diverse lived experiences and adapted your working practice as a consequence		X	
You understand and care about building safe and inclusive spaces, and are committed to an accountable working culture		X	
Knowledge of common safeguarding practices relevant to direct work with young people	X	X	

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