

# Assistant Young People's Practitioner

**Deadline of Application:**  
1st March, 5pm

**Number of Hours:**  
25hrs per week worked flexibly

**Rate of Pay:**  
National Living Wage at £9.90ph

**Location of Placement:**  
YMCA Northumberland, North View,  
Ashington, NE63 9XQ & other locations

## ABOUT MORTAL FOOLS

**Mortal Fools is a growing theatre, drama and creative learning company based in Northumberland but working across the wider North.**

We create compelling, dynamic and high-quality theatre and creative projects by professional artists working as co-creators with young people and communities; helping people connect, have fun, learn and grow together. Our work explores the contemporary realities of the world we are living in right now – inviting positive change.

We prioritise working with those who need our work the most & work with 1,000s of young people every year. Alongside amplifying the voices & needs of young people to decision makers & the wider world.

This year is our tenth birthday so it's a super exciting time to join us!

Find out more via: [www.mortalfools.org.uk](http://www.mortalfools.org.uk)

## ABOUT THE ASSISTANT YOUNG PEOPLE'S PRACTITIONER KICKSTART PLACEMENT

You will support our Practitioners to prepare and run youth theatre/drama/creative sessions for children and young people. You will organise resources, set up and tidy up the spaces for sessions, fill in end of session forms and record evaluation notes. You will also help to run games and creative activities and provide support for young people working individually & in groups. You will receive mentoring, feedback and guidance from our Practitioners and other staff.

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[www.mortalfools.org.uk](http://www.mortalfools.org.uk)

**In your general work with us, you will be expected to:**

- Inform your Line Manager as soon as possible if you will be absent at any agreed session. At least 48 hours’ notice of absence due to illness should be given where possible.
- Report any safeguarding concerns/ instances to the Designated Safeguarding Officer without delay and in confidence, following Mortal Fools’ Safeguarding Policies and Procedures.
- Attend and actively contribute to planning sessions, company activities and evaluation sessions.
- Take part in training and development opportunities to develop your skills and confidence.
- Travel independently to and from sessions in different locations (non-commuting travel expenses are provided).
- Adhere to our company values, policies and ways of working.

**Our sessions take place in various locations including:**

- Riding Mill Parish Hall (NE44 6DJ)
- The YMCA in Ashington
- Schools in Prudhoe, Alnwick, Newcastle and other areas of Northumberland

Sessions take place during a mixture of daytimes, evenings and weekends.

**In working with our young people, we aim to help them to build confidence, positive mental wellbeing and strong relationships with their peers through drama and creative activities – you will support them to achieve this goal.**

**In preparing for sessions, you will be required to:**

- Read and understand all risk assessments, policies and session information.
- Attend and contribute to planning sessions with the Mortal Fools team.
- Attend and contribute to creative team meetings to develop project ideas and aims.
- Prepare resources and printing for the sessions.
- Do administration tasks.

**When delivering sessions, you will be required to:**

- Help to run warm up games and creative activities.
- Give out resources, take notes, save documents into our company folders and help with technical needs like playing videos or music.
- Support the participants with anything they need help with and help them feel comfortable.
- Support the practitioners to manage participants’ behaviour and safeguarding.
- Complete the pre-session set up using the checklist provided.
- Complete the post-session tasks/tidy up using the checklist provided.
- Complete the ‘session end form’ Google Form at the end of each session.
- Gather and record evaluation information after each session.
- Keep track of resources that need restocking, restock them when needed and keep resources clean and tidy.
- Contribute your ideas to creative projects.

# What we are looking for from an Assistant Young People’s Practitioner

## ESSENTIAL:

- Motivated to support children and young people to achieve their potential
- Good at helping other members of staff
- Organised
- Good communication skills – e.g. speaking to others in person, on the phone or emailing
- Confidence to work in a team and independently
- Keen to develop your own skills, learn alongside others and act upon feedback
- The courage to step out of your comfort zone and challenge yourself
- Able to listen to, follow and retain instructions
- Reliable and committed to maintain commitments and take your work seriously
- Interested in creative subjects, activities or projects
- Able to use public transport confidently and/or have access to a car and be able to drive
- Able to work evenings and weekends

## DESIRABLE:

- Previous experience of youth work settings or creative settings (this could be as a participant)

## What can Mortal Fools offer during a Kickstarter Placement

**The candidate will have a structured induction including an introduction to Mortal Fools, shadowing activities, training and additional support in response to the candidate’s needs.**

The candidate will work with a Line Manager and other members of the team such as experienced Practitioners to learn and develop skills, experience and confidence.

We will support the candidate in the following ways throughout the duration of the placement:

### Training

- Company training in team work, communication skills, resilience and managing wellbeing
- Skills development training in facilitation and creative skills
- First Aid, Mental Health First Aid, safeguarding and other functional skills courses.

### Timekeeping

- Set up in induction with suitable timekeeping methods – e.g. keeping a diary, planning travelling time, prioritising, using outlook calendar
- Fortnightly meetings with Line Manager to arrange weekly commitments, manage hours of work and provide feedback and advice on timekeeping methods.

### Teamwork / Communication Skills

- Working with colleagues and beneficiaries in sessions
- Attending team activities including planning days, training, meetings, working in office, and team building activities
- Support to access peer networks, to meet and learn from other people with similar ambitions and career interests
- Opportunities to raise concerns in Line Management meetings
- Bespoke support in areas of need – e.g. writing emails, managing difficult conversations.

## What can Mortal Fools offer during a Kickstarter Placement (continued)...

### Job Prospects Support

- Gaining industry experience
- Learning about, meeting and working with artists and other creative, youth and education organisations
- Personal skills development, learning opportunities and accredited training
- Mentoring from staff involved in HR for writing CVs and job applications
- Opportunity to complete Arts Award qualification.

# Applying for the Assistant Young People’s Practitioner Kickstart Placement

## PLEASE SEND MORTAL FOOLS:

1. Your CV (please include work, volunteering, school, hobbies & personal activities)
2. A 1-2 page cover letter that describes:
  - why you want to work at Mortal Fools
  - the skills/attributes/experience you have that match the essential criteria
  - areas you’d like to develop

**The CV and cover letter can be written/typed or can be by video.**

You should send your application by email to [Dani@mortalfools.org.uk](mailto:Dani@mortalfools.org.uk), or by post or in-person to **YMCA Northumberland, North View, Ashington, NE63 9XQ**

**Send your application by 1st March – 5pm**

A Kickstarter Applicant Pack is available from our website to support your application: [www.mortalfools.org.uk/work-with-us](http://www.mortalfools.org.uk/work-with-us)

If you have any questions about this placement email: [Dani@mortalfools.org.uk](mailto:Dani@mortalfools.org.uk)

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