

## **Youth Support Worker**

### **Duration**

Permanent position

### **Salary**

The salary details for this post are:  
£20,874 - £25,674 per annum

### **Car Allowance**

This post is an essential car user post.

### **Annual Leave**

The annual leave entitlement is 25 days rising to 28 days after 3 years' service, plus bank / public holidays.

### **Working Hours**

37 hours per week.

GreenSquare operates a flexible working hour's scheme which allows both full and part-time staff to vary their hours of work and to accrue time which can be taken as flexi-leave, subject to workload demands.

### **Working Hours**

To be agreed with Line Manager

### **Location**

This post will be based in Oxford.

### **Pension**

GreenSquare operates a pension scheme administered by the Pensions Trust, which you will be eligible to join.

### **Training**

GreenSquare is committed to the development of all staff, and opportunities will exist for on-the-job, vocational and professional training. We operate a performance appraisal system which incorporates an annual review and regular one-to-ones, to manage performance and develop staff to achieve their full potential.

### **Contract of Employment**

We are offering a permanent contract of employment. Confirmation of appointment will be subject to:

- satisfactory medical clearance - we will ask you to complete a medical form, on a confidential basis, which we will send to our medical adviser.
- satisfactory enhanced CRB disclosure.
- satisfactory references – we ask for two references, one from your current or most recent employer
- sight of original education or professional certificate(s)
- proof of eligibility to work in the UK

**Notice Period**

The notice period for this post is one month.

**Well-being**

GreenSquare provides an independent counselling service to staff, which includes debt counselling and a general information line on a wide range of family, health, employment and other subjects. The service is totally confidential, free and is accessed by telephone. It is available 24 hours a day, 365 days a year to employees and their families. The service also provides for up to 5 face-to-face counselling sessions.

GreenSquare is developing policies to actively promote and encourage work/life balance.

We operate a no-smoking policy in all our offices, to promote a healthy working environment.

Free eye-sight tests for VDU users are provided.

**Other Benefits**

Childcare voucher scheme

Subsidy of up to £75.00 per annum towards Gym membership

1 professional subscription fee per year

This information is for guidance only and does not form part of the Terms and Conditions of Employment