

ROLE PROFILE



SENIOR CLUB MANAGER BASE71, BARNSELEY YOUTH ZONE



SALARY OFFER:
£32,000

LOCATION:
Barnsley

REPORTING TO:
Head of Youth Work & Partnerships

CONTRACT:
Permanent full-time, 37.5 hours per week

BENEFITS:
33 days Holiday (inclusive of bank holidays), plus Birthday Leave
Workplace pension
Free gym access (once the Youth Zone opens)
Access to OnSide's Talent Academy; bespoke training and mentoring

OUR COMMITMENT TO EQUITY, DIVERSITY & INCLUSION

As an equal opportunities employer, we welcome applications from under-represented groups; in particular from Black, Asian, Mixed Race & other ethnically diverse individuals, people with disabilities, and members of LGBTQ+ communities. Our dedicated ED&I Group, with support from the Senior Leadership Team, is actively promoting and advancing diversity and inclusion at OnSide, ensuring a culture where everyone can be themselves and thrive.



ABOUT THE BASE71 YOUTH ZONE

Opening in Summer 2025, Barnsley Youth Zone is dedicated to young people and makes a bold statement about the importance of giving young people high quality places to go in their leisure time. Open 7 days a week including school holidays, the Youth Zone's purpose is to help young people grow to be happy, health and successful adults

The state-of-the-art £10 million building provides young people with facilities that are second to none delivering over twenty sporting, artistic, cultural and general recreational activities each session. Offering young people the opportunity to try new things, meet new friends and gain support from friendly, warm and positive staff and volunteers.

[Archie's story #ButWhenImHere - YouTube](#)

[Mala's story #ButWhenImHere \(youtube.com\)](#)

ABOUT ONSIDE

Potential is everywhere. In every home on every street, from affluent suburbs to inner-city estates. The difference is that some young people get every opportunity to explore their potential. Others don't.

OnSide is a national charity that believes all young people should have the opportunity to discover their passion and their purpose to find what they've got and where it could take them.

OnSide funds and builds state-of-the-art, multimillion- pound Youth Zones in the country's most economically disadvantaged areas. They train the amazing people that run them and they offer continuing support via the nationwide OnSide Network where they can learn and grow, share their stories, and celebrate their success together.

This is a passionate, properly funded youth provision, with no ifs or buts. It's about giving young people a chance to shine in an environment where they can be themselves.

It's about opportunity.

[OnSide - But when I'm here \(youtube.com\)](#)

<https://www.onsideyouthzones.org/>

THE ROLE

As a lead member of the delivery team, you will work across all Youth Zone sessions and have lead responsibility for the Senior Club offer to 13 to 19 year olds and our Young Leader Programme.

Ensuring there is a high-quality, creative and fun offer, which focuses and is in line with the Youth Zone's aspirations to provide young people with the best positive experiences and opportunities.

You will have a passion to put young people first.

You will be responsible for the continuous improvement of the delivery and inputting towards the strategic delivery plan for the Youth Zone. This is a fun, exciting, challenging role in a new, growing and ambitious charity with up to 250 young people attending a session and no two days will ever be the same.

ALL BARNSELY YOUTH ZONE EMPLOYEES ARE EXPECTED TO:

- Be a role model for young people, present a positive 'can-do' attitude and take personal responsibility for your own actions.
- Work within the performance framework of the charity and live the values of Barnsley Youth Zone and the OnSide Network, contributing to a culture of high performance, continuous improvement and a young person first, team always ethos.
- Represent and promote the Youth Zone positively and effectively in all dealings with internal colleagues and external partners, assist with any promotional activities and visits that take place at Barnsley

KEY RESPONSIBILITIES

To ensure there is an exciting range of activities on offer for young people aged 13+, across the week,

Plan a programme of activities to meet the needs of the young people that attend Senior Club

Manage a team of staff to deliver a safe programme of activities that meet the needs of the current membership

Coordinate input and ownership from the wider staff team and young people including the Sport, Arts and Inclusion Co-ordinators, resulting in a diverse offer which responds to the needs and interests of young people

Ensure the programme is safe, creative, fun, challenging and contributes toward the development and growth of young people, in particular confidence, social skills, resilience, health and aspiration

Ensure the programme is varied in nature, making full use of the Youth Zone's facilities and the diverse skill set of the staff team, ensuring the offer includes the arts, sports, issue-based work, enterprise, support, advice and guidance and much more

Ensuring regular review and evaluation of the programme including capturing the outcomes and positive impact, recording soft and hard outcomes in line with OnSide's Excellence Framework

To take ownership and lead on the design and implementation of a transition pathway for young people to transition from the Junior Club to the Senior Club; working closely with the Junior Club Manager to achieve this

Collect and present case studies and celebrate the achievements of young people

Ensuring high reach and engagement across the Club, achieving and exceeding KPI's set by the Board, Chief Executive and Head of Youth Work including for example membership, attendance, monitoring and evaluation and representation of the local community

To ensure that young people and their ideas contribute fully to the planning and delivery of all activities in the Youth Zone

Provide clear hands-on leadership, role modelling and coaching to ensure high standards of delivery are maintained. Manage, induct, train, support and develop a team of full and part time youth workers and volunteers to contribute to the programme development and delivery

Provide clear structure, planning and purpose to underpin every session with clear session briefs and debriefs

To motivate, encourage and support young people to participate fully in sessions
To manage the Senior Club budget and other resources effectively to maximise the benefits to young people
To support the Youth Zone promotional and outreach plan working in the community both with partners and directly with young people
To identify and develop effective joint working with schools and other agencies to ensure a holistic approach in service delivery to young people including representing the Youth Zone at meetings with partner agencies
As a key holder, to take responsibility for the close down and opening up of the Youth Zone as required
To be one of two of named Deputy Safeguarding Leads, taking safeguarding responsibility for the session on which you are managing (further training is provided)
As a duty manager, approval, and confirmation the hours staff have worked on each session via our electronic payroll (training is provided)
To work with the Youth Zone staff to identify opportunities and funding for additional opportunities and experiences for young people. Leading on development, implementation and monitoring and evaluation as required.
To be alert to issues of safeguarding and child protection, ensuring the welfare and safety of Youth Zone members is promoted and safeguarded, and to report any child protection concerns to the designated Child Protection Officers using policies, procedures, and practice
To support across the whole Youth Zone offer as required which takes place every evening, weekend and during school holidays and will occasionally include residential work
Comply with all policies and procedures, with particular reference to safeguarding, codes of conduct, health and safety and equality and diversity to ensure all activities are accessible
To actively participate in the delivery of the Volunteer Strategy, supervising and supporting volunteers across the Youth Zone and championing their contribution with staff teams.
Be a role model for young people and present a positive “can do” attitude
To assist with any promotional activities and visits that take place at the Youth Zone, positively contributing towards increasing Youth Zone membership or fundraising
To deputise for the Head of Youth Work and Partnerships as required & carry out any other reasonable duties as requested by the Senior Leadership Team

PERSON SPECIFICATION

Applicants will be expected to demonstrate the experience, skills, knowledge and aptitudes listed below throughout the recruitment process. However, if you don't meet every single requirement but feel you have strong and relevant transferrable skills or lived experience to draw from, we encourage you to apply anyway. Why? Studies have shown that women and Black, Asian, Mixed Race & other ethnically diverse people are less likely to apply for jobs unless they meet every single criteria/competency.

OnSide and the Network are dedicated to driving change and to building diverse, inclusive, and authentic workplaces, so if you're excited about this role but your past experience doesn't align perfectly, please tell us how your experience is transferrable.

You may be just the right candidate!

SELECTION CRITERIA	
EXPERIENCE	
Proven experience of working with young people aged 13 -19 (up to 25 for those with additional needs) in a range of settings	Essential
Experience of managing and coaching a staff team including sessional staff and volunteers to deliver results	Essential
Experience of dealing with safeguarding issues within a multi-agency setting	Essential
Extensive experience of organising and delivering a programme of youth work activities in an open access setting	Essential
Experience of working with those with disabilities	Desirable
Experience of leading on monitoring and evaluation processes	Desirable
Experience managing externally funded projects, including budgets	Essential
Experience providing information, advice, guidance and support to young people	Desirable
SKILLS, KNOWLEDGE AND ATTRIBUTES	
Excellent communication skills to deliver activity programmes to a wide range of young people	Essential
Ability to support, motivate and engage staff, volunteers and young people through sessional work	Essential
Strong commitment to young people and ability to engage and build positive relationships with disengaged young people	Essential
Ability to establish good professional relationships with young people, adults and partner agencies/organisations	Essential
Self motivated, with the ability to manage and organise several tasks at a time, remaining calm under pressure	Essential
Ability to take initiative as part of a team, and lead a team	Essential
IT literate	Essential
Understanding the challenges faced by young people and the issues facing their lives	Essential
Understanding of youth work theory and practice	Essential
An understanding of safeguarding and currently policies initiatives	Essential
A wide ranging "toolbox" of youth work resources, activities and challenges to impart to the delivery team	Desirable
QUALIFICATIONS	
Educated to degree level in a relevant subject or equivalent experience	Essential
A professional youth work qualification	Essential
GCSE or equivalent literacy and numeracy	Essential
A management or leadership qualification	Desirable
Evidence of ongoing professional development (for example Safeguarding, health & Safety, Management)	Essential

SPECIAL REQUIREMENTS	
A willingness to work regular unsociable hours	Essential
A willingness to cover events, holidays and staff absence	Essential
DBS clearance and committed to Safeguarding children	Essential

GENERAL INFORMATION

The normal hours of work are 37.5 per week, or those necessary to fulfil the requirements of the position. There will be an occasional requirement to work outside the normal 9 to 5, Monday to Friday, working week, to cover for the Reception team when required. This will mean working flexibly across the week, to suit the needs of both the role and the individual. Pre-opening and before the Youth Zone is built there will be elements of flexible working.

In accordance with our Child Protection and Safeguarding procedures, this position requires an Enhanced DBS check.

APPLICATION PROCESS

ANONYMOUS APPLICATIONS:

We recognise our workforce is under-represented in certain areas and are committed to addressing this. We strongly encourage applicants to submit anonymous applications; in practice this means removing your name & email address from your CV & cover letter. Only these documents will be shared with the selection panel.

To apply, please email a CV and cover letter (no more than one page) in response to the person specification and questions below to: recruitment@base7lyz.org

1. Why do you want to work for us?
2. Looking at the person specification, briefly describe how your skills and experience (including any lived experience) make you a good candidate for this role. (200 words max)
3. How you demonstrate your commitment to fairness, equity and respect.
4. Confirmation you are eligible to work in the UK (the successful candidate will be required to provide documentary evidence before a job offer confirmed).
5. Any reasonable adjustments we can make to assist you in your application or the selection process.
6. This role will be based in the Youth Zone and therefore require an Enhanced DBS.
 - Do you have any unspent conditional cautions or convictions under the Rehabilitation of Offenders Act 1974?
 - Do you have any adult cautions (simple or conditional) or spent convictions that are not protected as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (Amendment) (England and Wales) Order 2020

CLOSING DATE FOR APPLICATIONS:

Monday, 21 April 2025 by 17:00

STAGE ONE INTERVIEW:

Tuesday, 29 March 2025 in Barnsley

STAGE TWO INTERVIEW:

Date TBC within 2 weeks of interview, likely to be held in Warrington



OUR VALUES



YOUNG PEOPLE FIRST

Young people are at the heart of everything we do, inspiring and challenging us to deliver services that exceed their needs and challenge them to be the best they can be.

EXCELLENCE

We encourage ourselves and each other to be the best we can be through continuous learning and improvement, and a focus on finding solutions.



RESPECT

We act with honesty and integrity, celebrating diversity across the whole organisation and caring about each other, our young people and the Youth Zone environment.



AMBITION

We are passionate and driven in taking on new challenges, embracing new ideas and exceeding our ambitions for young people, the Youth Zones and our local communities.

COLLABORATION

We create and nurture strong, creative partnerships, working together to achieve better results and outcomes for young people.





PROVEN IMPACT



50K

MEMBERS ACROSS
THE ONSIDE NETWORK



MEMBERS MAKE OVER

650K

VISITS EVERY YEAR



£187M

INVESTED IN YOUNG PEOPLE
THROUGH OUR NETWORK

GIVE YOUNG PEOPLE A SAFE EXCITING PLACE TO GO TO HAVE FUN,
BUILD THEIR SOCIAL NETWORKS AND SUPPORT THEIR PERSONAL DEVELOPMENT



77%

OF MEMBERS ARE MORE
SELF-CONFIDENT



82%

OF FREQUENT ATTENDERS
HAVE MORE FRIENDS

HELP YOUNG PEOPLE LEAD HEALTHIER, HAPPIER LIVES



1 IN 10

OF YOUNG PEOPLE
HAVE A DISABILITY OR
ADDITIONAL NEED



70%

OF MEMBERS
BELIEVE THAT THEY
ARE HEALTHIER



75%

FEEL BETTER
IN THEMSELVES



64%

OF PARENTS THOUGHT
THEIR CHILDREN HAD
BETTER MENTAL HEALTH

