About Northmoor Community Association

Northmoor Community Association (NCA) is an independent charity set up by the local community in 2000, based in Longsight, Manchester and consists of a Community Centre and a Hub. NCA is run with an emphasis on relieving poverty, promoting health & wellbeing, advancing skills & learning and enhancing the quality of life for the people who engage with us and use our services. Today the NCA is an integral part of a diverse community that is tackling multi levels of deprivation and we fulfil our mission by offering a wide range of services and activities for all ages, all of which are delivered by a dedicated team of staff and volunteers who have a variety of skills and knowledge. The majority of services we offer are free of charge so we rely on many different sources of funding to keep the services open; we also host a range of other free services that are delivered by other local charities or partner organisations.

Description of the Youth Can Do homework club

Youth Can Do homework club is a FREE project for children aged 8-16 which has evolved over the last 13 years. Our team of staff and volunteers provide a safe, nurturing space for children to do their homework and to take part in our various extra curricular projects. The Youth Can Do homework club project provides: support with homework; support from a Maths teacher, extra curricular workshops and projects, arts and crafts resources, extra learning resources, use of computers and printers. Youth Can Do homework club is an informal, relaxed environment but we still maintain the strictest of Safeguarding procedures and expect the children to adhere to the agreed boundaries.

Main Tasks

- Welcoming the young when they arrive, ensuring they sign in and fill in a registration form if it's their first time
- Helping the young people with their homework of varying subjects
- Support the young people with arts and crafts projects, ensuring this is done safely
- Ensuring the young people behave in the way they have agreed to on signing up
- Being fully aware of the young people and being alert to any Safeguarding incidents that may arise or be disclosed

Skills, Experience and Qualities needed

- You must be aged 18+ to volunteer on this role
- Good listening, communication and English Language skills for interacting with children
- Good level of computer skills for supporting children with their computer needs
- Some knowledge of various academic subjects (we would not expect you to know the whole curriculum)
- To be polite, friendly, helpful and patient
- To have the confidence and skills to enforce the behaviour rules
- To be able to work flexibly and adapt to the varying needs of the children
- To be able to take direction but also work from your own initiative
- To work well as part of a diverse team with
- A commitment to Equal Opportunities, treating all individuals equally and with respect
- An understanding and commitment to Confidentiality, Safeguarding and GDPR standards

DBS - criminal record check

Because the project involves volunteering in a regulated activity with children we require all volunteers to have a DBS check done. This is done free of charge here at the community centre and is done after the taster session. Having a criminal record does not necessarily mean you would not be able to volunteer in this role. Most instances when a criminal record is declared or shows on a DBS check is subject to the same procedure: facts are gathered then three named people from the organisation follow a set process to reach a decision on a case by case basis.

Commitment

The project is open during school term time (as stated by Manchester City Council). Volunteers usually volunteer on one 3 hour session a week; you can volunteer on more than one session a week, but we recommend starting off on just one.

Monday 3pm-6pm - Maths Homework
Tuesday 3pm-6pm - All subjects
Thursday 3pm-6pm - Maths homework

Induction and Training provided

A full volunteer induction and introduction into the project. You would not be expected to fulfil all aspects of the role immediately; there is the opportunity to shadow staff and other volunteers and learn over time.

We provide the following online training free which needs to be completed within your first month. They are industry standard courses that you gain a certificate for on completion. You can work on the courses during your volunteering session when it is quiet.

- GDPR (Data Protection) (Essential - to be completed within 1 month of starting)
- Safeguarding for Everyone (Essential - to be completed within 1 month of starting)
- Health and Safety Level 1 (aspirational)
- Diversity Training (aspirational)

The Benefits

- You will be paid out-of-pocket expenses such as bus fare
- We provide a professional reference for you after completing 30 hours over 3 months
- You can take advantage of all the free courses, training, events and services we have here a the centre
- You can gain valuable experience which will help improve your job prospects
- You will be invited to all the staff and project meetings and have your thoughts and suggestions heard
- You will meet other volunteers and can be part of the Volunteer Steering group
- You will be celebrated as a volunteer in our Volunteer Celebrations twice a year
- You will feel a sense of reward at helping your local community and meeting a diverse range of people

Interested?

You can arrange to do a 'taster' session, to see if the role is suitable before you commit to being a volunteer.

Speak to Volunteer Coordinator Fiona to arrange a taster session or to ask a question:
Call: 0161 248 6823
Email: Megan@northmoorcommunity.org
Website: www.northmoorcommunity.co.uk
Address: Northmoor Community Centre,
          95-97 Northmoor Road (entrance on Elgar Street),
          Longsight,
          Manchester,
          M12 5RT

We can make reasonable adaptions to this role to meet your learning and support needs
You have a right to refuse demands that are beyond the stated and potential scope of the role