



Job Application Pack

Gap Lead Youth Worker

Included in this pack:

- Organisation information
- Job Description
- Personal specification

Rolling recruitment process

Applications will be reviewed as they are received:

Suitable candidates will be invited for an in-person interview followed by a paid youth club trial session.

Please return completed applications to hello@free2b.lgbt

Further Information

If you'd like to talk about this position in more detail, then please contact:

Georgina Wilkinson: Youth Service Manager | georgina@free2b.lgbt | 07529 221 239

Lucie Brooke: Principal Lead | lucie@free2b.lgbt | 07757 502 726

Gap LGBTQ+ Youth Club - Lead Youth Worker

Job Description

- Job Title:** Lead Youth Worker
- Position:** Fixed Term contract to Dec 2026 (possibility to extend pending funding)
- Salary:** Scale depending on experience £17.00 - £18.50 per hour
- Hours:** 7 hours per week | 30.33 per month | 364 hours per year:
Fixed hours – Every Friday from 5:30-8pm to set up the club room and lead the weekly 2-hour session.
The Gap runs every Friday 6-8pm except for Bank Holiday Good Friday, and closed 2 weeks in the summer and 2 weeks over Christmas period.
Flexible hours – additional role coordination hours each week. These can be worked in a weekly pattern or spread across a month allowing role flexibility (whilst ensuring Free2B deadlines are met such as the quarterly rota).
- Location:** Clapham Junction venue (address safeguarded) and admin / coordination tasks working from home or Clapham Junction venue as preferred.
- Responsible to:** Youth Service Manager
- Job Purpose:** The Lead Youth Worker is responsible for all aspects of the effective running of sessions at The Gap LGBTQ+ youth club.

Please note the youth club venue that we hire is unfortunately not fully accessible. The club is up a flight of stairs and there is no lift.

About Free2B

Free2B Alliance is a Community Interest Company supporting the LGBTQ+ community. Free2B has three key service areas:

- Support for LGBTQ+ young people via youth groups and 1:1 targeted support
- Support for parents of LGBTQ+ children, via Proud Parents group & 1:1 mentoring.
- Delivering LGBTQ+ awareness training, to foster an inclusive environment within education establishments and organisations across the sectors.

Free2B has a small, dedicated, collaborative and creative LGBTQ+ youth service team who support over 200 young people each year through our 1:1 and group services. Our key outcome aims are:

- Improving wellbeing
- Building personal resilience
- Reducing social isolation

OUR VALUES



Listening: Encouraging participation & actively listening to our members

Collaborating: Strengthening the shared voice and championing Inclusion

Respecting: Celebrating diversity and respecting individuals

Educating: Challenging discrimination without confrontation

OUR MISSION

Free2B improves LGBTQ+ lives by providing responsive wellbeing support, safe spaces and proactive education, empowering local communities to address discrimination.

www.free2b.lgbt

Key Objectives for this Role

- Lead and deliver a safe and inclusive space for LGBTQ+ young people aged 13-19 (and up to 25 for those with complex additional needs (assessed on a case-by-case basis).
- Oversee weekly operations for a comprehensive programme at Gap youth club.
- Encourage active participation.

Roles & Responsibilities - Youth

- Lead the weekly youth club sessions, providing a safe social space for LGBTQ+ young people.
- Respond to any safeguarding concerns during club sessions and undertake any relevant follow up actions.
- Design, develop and deliver activities, projects, and events, underpinned by the youth service curriculum and young peoples' feedback.
- Build relationships with young people, which enable them to explore and make sense of their experiences and identify their needs.
- Ensure a welcome induction is completed with all new members.
- Ensure all relevant paperwork is completed for new members and maintain accurate attendee records.
- Address and manage any behaviour issues in line with the youth club ground rules.
- Coordinate adhoc trips in line with member feedback and available funding.

Roles & Responsibilities - Management

- Provide 121 support supervision to each volunteer annually and co-deliver an annual group supervision with the volunteer team.
- Coordinate the quarterly activity planner and rota ensuring a positive and responsive range of activities and sufficient staffing / volunteers.
- Support the volunteer team to lead and / or co-facilitate Gap activities sessions.
- Manage and respond to any last-minute rota changes or team delays in arriving.
- Plan and purchase weekly healthy refreshments in line with the allocated budget.

Undertake Other Duties

- Participate in regular management supervision and annual appraisal; help to identify your own job-related development and training needs.
- Undertake any other appropriate tasks, as agreed with your line manager.

Person Specification

Skills / Experience & knowledge	Essential / Desirable
1. Minimum 2 years' experience of direct youth work, ideally in an LGBTQ+ service.	E
2. Experience of designing and delivering activities to meet a range of needs and abilities, ideally underpinned by the youth work curriculum.	E
3. Experience of responding to child protection and safeguarding issues adhering to policies and procedures.	E
4. Ability to initiate, build and maintain purposeful relationships with young people.	E
5. Ability to effectively challenge negative behaviours in groups and individuals.	E
6. Ability to establish and maintain appropriate professional boundaries with young people.	E
7. Personal attributes to include being: a) reliable & punctual b) organised c) able to take initiative d) ability to work under pressure	E
8. Experience of managing a youth club setting, including coordinating rotas and supporting volunteers in their induction and ongoing development.	D
9. Youth Work qualification	D

Further Information

- Free2B Alliance is committed to equal opportunities.
- All offers to work at Free2B Alliance are subject to satisfactory references, which is standard Free2B policy applicable to all roles. Free2B also ask for an enhanced DBS (formerly known as CRB) check.
- You will adhere to matters of confidentiality concerning this role and the Free2B team.

Application Process

Please email your CV, cover letter and [equal opportunities monitoring form](#) to hello@free2b.lgbt

Please ensure your cover letter explains how you meet each of the criteria on the personal spec. Please number your responses in line with the table / criteria above so that it is clear which element you are referring to.