

TeTuhi

Position description

Job title:	Youth Leader
Reporting to:	Community Programme Manager & Youth Coordinators
Location:	Youth Space, Botany Town Centre, 588 Chapel Road, East Tāmaki, Auckland 2016
Contract:	Casual Hourly
Salary:	\$22.70 per hour + 8% holiday pay
Hours:	4 or 5 youth leaders will share casual shifts within the youth space opening hours: <ul style="list-style-type: none">• Mon – Thurs 3:30pm – 6:00pm.• Fri 3:30pm – 7pm• Sat & Sun 11am – 4pm. School Holiday time is different with extended opening hours.

Calling for youth leaders aged 17/18!

Welcome to an exciting opportunity to be part of the new youth space in Botany Town Centre – a vibrant space designed just for you.

We're on the lookout for spirited individuals to be the heartbeat of our youth space. Join forces with our youth coordinators, share shifts with 4 or 5 like-minded peers, and dive into the daily excitement of making our space a lively hang-out spot for East Auckland youth.

About the youth space

The youth space is not just a place; it's a community of young people coming together to share, connect, and make memories. Born out of a successful pilot that saw over 10,000 students from local colleges using the space, it was clear, there was a need for a permanent space where you can feel safe, supported, and free to socialise in East Auckland.

The brand-new permanent youth space in Botany Town Centre will be open seven-day-a-week with study spaces, social nooks, creative spots, and game zones – your go-to haven for exploration and fun!

The team running the youth space is led by Te Tuhi's Creative Community Manager, and Coordinated by two senior leaders who will always be in the space during opening hours to facilitate the space and the programme. They will work with a team of youth leaders whose role is to ensure good engagement.

Apply now if this is you!

Role description & responsibilities

Ready to bring your passion, ideas, and energy to the table? As a Youth Leader, you will play a vital role in creating a vibrant and welcoming space that truly resonates with your peers. Your responsibilities include leading activities, fostering engagement, and maintaining a cool atmosphere for everyone.

Your role involves bringing your creative flair to our social media content and supporting events to keep things exciting. Additionally, you will work alongside the Youth Coordinators to ensure the smooth operation of the space, making sure the safety of our space and users is considered.

If you're someone with enthusiasm, creativity, and a strong desire to build connections within the community, this role is perfect for you.

This is your chance to become an integral part of the youth space community.

Activities & engagement

- Actively engage with young people using the space and foster connections to draw in new participants.
- Contribute innovative ideas to enrich the youth space experience and facilitate a dynamic program of events.
- Maintain an active and engaging social media presence for the youth space, sharing timely updates on events and communications.
- Gather feedback and suggestions from young people to enhance program offerings.
- Being friendly and approachable, serve as a representative of Te Tuhi and the youth space.

Health & safety

- Monitor adherence to the agreed-upon Code of Conduct by all visitors.
- Comply with Health and Safety, Child Protection, and Social Media policies to create a secure and respectful environment.
- Ensure the Youth Space remains safe and clean, reporting any hazards or equipment issues to Youth Coordinators.
- Respond calmly and efficiently to incidents, complaints, and first aid issues, reporting all occurrences to Youth Coordinators.

Skills & Experience

1	Excellent communication skills and the ability to engage with a diverse range of people	Essential
2	Creative and proactive approach to generating ideas and taking initiative.	Essential
3	Social media savvy.	Essential
4	Leadership skills and/or experience of working with young people.	Essential
5	Responsible, reliable and able to deliver tasks as required.	Essential
6	Empathy and confidence in dealing with conflict.	Essential

Join us in making a difference in the lives of young people by fostering a welcoming and inclusive community at the Botany Youth Space!

How to apply

To apply please email a CV and cover letter as a single PDF file with your name in the title to recruitment@tetuhi.art by **9am Tuesday 30 January 2024**.

In your letter, tell us:

- why you want to work as a youth leader in the Botany Town Centre youth space
- what your skills and experience are and how they match those we are looking for
- how this casual role fits with your current commitments and future plans.
- what your ambitions are for your future study and/or career.

Applicants must have the legal right to work in Aotearoa New Zealand. Appointments are subject to satisfactory police vetting report. Applications submitted through recruitment websites will not be considered. All applicants will be notified about the status of their application.

Te Tuhi is an Equal Employment Opportunities employer. We are committed to Te Tiriti o Waitangi and to equity.

If you would like to discuss the role prior to making an application, please contact Ashley Grogan, Community Programme Manager: ashley@tetuhi.art

Thank you for your interest in Te Tuhi. We look forward to receiving your application.