

January 2024 – Recruitment pack

Streetwise is one of the main providers of PSHE expertise to the Jewish community and beyond. In 2023, **Streetwise** reached 30,000 young people through 85 different schools and community groups. The team delivers innovative and engaging educational programmes on the topics of sexual health, relationships education, personal development & leadership, and with a particular focus on contemporary antisemitism education and personal safety. **Streetwise** also runs yearly campaigns and programmes that are delivered in line with national campaigns (such as Antibullying Week). As well as this, **Streetwise** responds to topical online trends and current affairs. Since October 7th alone, **Streetwise** delivered contemporary antisemitism and personal safety programming to over 10,000 young Jewish people.



2024 is an exciting time for **Streetwise** as it takes a vital role in the education of the upcoming European Maccabi Youth Games in London 2024. **Streetwise** is looking for brand new team members to enter the new year with big plans to support the community youth.

Open full-time roles within Streetwise. Applications remain open until all roles are filled.

1. **Streetwise Manager**
2. **Administrator**
3. **Education Coordinator**
4. **Antisemitism Coordinator**

All positions are full-time, Monday to Thursday from 9.30am – 5.30pm and 9.30am – 2.00pm on Fridays. This is an office-based role in Kenton and successful candidates will be expected to travel to schools in and around London with the occasional work in Essex, Leeds & Manchester. There will be some occasional evening and weekend work.

Streetwise manager

Description of role

We are looking for an experienced and innovative individual with a passion for informal education and developing young people's social skills to oversee and develop the **Streetwise** project's work and team. The salary for this role is in the region of £35,000.

What you will do

- Every member of the **Streetwise** team will have to book, create, develop, and facilitate sessions for ages 4 – 18 over a range of topics.
- Line-manage the **Streetwise** team, as well as oversee the freelance facilitators with whom **Streetwise** works.
- Manage and prioritise the team's day to day activities and termly goals.
- Maintain and develop relationships across the community and beyond.
- Develop the Maccabi GB Leadership programme, teaching core leadership and youth work/community skills to teenagers.
- Marketing & communications responsibilities include collating a weekly update to board members, writing occasional articles, termly infographics, occasional reports for funders and other tasks as required.
- Ensure the expertise and up-to-date training of the staff and facilitators.

What you will need

Required

- A clear DBS check (organised by **Streetwise**).
- Access to a car and holds a full, clean driving license.
- Experience of managing a team.
- Experience working with young people in either formal or informal setting.
- Efficient administrative and organisation skills, including IT literacy (Microsoft Word, Excel, Outlook, Canva).
- Good understanding of the National Curriculum for PSHE.
- Passionate about young people's wellbeing.

Desired

- Punctual, committed, enthusiastic and able to work on own initiative.
- Understanding of the Jewish Community and its different settings.
- Excellent team working skills.

What you will get

- Half-day Fridays.
- 20 days annual leave plus UK Bank Holidays and Jewish Holidays.
- Ongoing training & development opportunities.
- An opportunity to make a real impact on the community.
- Pension scheme (3% company contribution).

Streetwise Administrator

Description of role

Streetwise are looking for a someone to join the team to oversee all administration of the project from ensuring DBS checks to organising training events and booking in school & community sessions. The salary for this role is in the region of £20,000 to £26,000.

What you will do

- The skillset of the successful candidate will determine whether facilitation becomes a responsibility.
- Coordinate the day-to-day schedule of the **Streetwise** team.
- Organise freelance facilitators, from DBS checks, to training, to booking in their work and collating invoices at the end of the month.
- Maintain and develop relationships with schools, other organisations, and community groups.
- Book in **Streetwise** sessions with schools, communities and other organisations.
- Organising training days with internal and external speakers and attendees.

What you will need

Required

- A clear DBS check (organised by **Streetwise**).
- Access to a car and holds a full, clean driving license.
- Punctual, committed, enthusiastic and able to work on own initiative.
- Excellent administrative and organisation skills, including IT literacy (Microsoft Word, Excel, Outlook, Canva).

Desired

- Experience working with young people.
- Understanding of the Jewish Community and its different settings.
- Passionate about young people's wellbeing.

What you will get

- Half-day Fridays.
- 20 days annual leave plus UK Bank Holidays and Jewish Holidays.
- Ongoing training & development opportunities.
- An opportunity to make a real impact on the community.
- Pension scheme (3% company contribution).

Streetwise Coordinator

Description of role

Streetwise are looking for an enthusiastic educator to develop their curriculum and facilitate all programming in schools and communities. The salary for this role is in the region of £20,000 to £26,000.

What you will do

- Every member of the **Streetwise** team will have to book, create, develop, and facilitate sessions for ages 4 – 18 over a range of topics.
- Continually develop the curriculum in line with PSHE National Curriculum.
- Liaise with national partner organisations and ensure **Streetwise** is up to date and programmes are in line with national campaigns (Anti-Bullying Alliance, Brook, Safer Internet Day, etc)
- Facilitate the Maccabi GB Leadership programme, teaching core leadership and youth work/community skills to teenagers.
- A large proportion of this job will be to facilitate sessions to young people aged 4 – 18 and occasionally their teachers and parents.

What you will need

Required

- A clear DBS check (organised by **Streetwise**).
- Access to a car and holds a full, clean driving license.
- Experience working with young people.
- Punctual, committed, enthusiastic and able to work on own initiative.
- Passionate about young people's wellbeing.

Desired

- Good understanding of the National Curriculum for PSHE.
- Understanding of the Jewish Community and its different settings.
- Efficient administrative and organisation skills, including IT literacy (Microsoft Word, Excel, Outlook, Canva).
- Youth work/Youth movement experience.

What you will get

- Half-day Fridays.
- 20 days annual leave plus UK Bank Holidays and Jewish Holidays.
- Ongoing training & development opportunities.
- An opportunity to make a real impact on the community.
- Pension scheme (3% company contribution).

Streetwise Antisemitism Coordinator

Description of role

Streetwise are looking for an enthusiastic educator to oversee and constantly develop their Antisemitism & Personal Safety curriculum as well as facilitating all programming in schools and communities. The salary for this role is in the region of £20,000 to £26,000.

What you will do

- Every member of the **Streetwise** team will have to book, create, develop, and facilitate sessions for ages 4 – 18 over a range of topics.
- Oversee the booking of our Personal Safety provision and organising our Krav Maga instructor's diary.
- Oversee our Antisemitism sessions and events.
- Ensure Antisemitism programmes are up to date and in line with guidelines provided by our partner organisations.
- Maintain and develop relationships with schools, other organisations, and community groups.
- Create marketing material that promotes and showcases the work of **Streetwise**.
- Facilitate all other **Streetwise** activities within schools and communities too.

What you will need

Required

- Experience working with young people.
- Excellent knowledge and keen interest on current affairs in the world.
- Excellent knowledge and keen interest on the history of & contemporary Antisemitism.
- Good knowledge on the Jewish community today.
- A clear DBS check (organised by **Streetwise**)
- Access to a car and holds a full, clean driving license.

Desired

- Punctual, committed, enthusiastic and able to work on own initiative.
- Efficient administrative and organisation skills, including IT literacy (Microsoft Word, Excel, Outlook, Canva).
- Youth work/Youth movement experience.

What you will get

- Half-day Fridays.
- 20 days annual leave plus UK Bank Holidays and Jewish Holidays.
- Ongoing training & development opportunities.
- An opportunity to make a real impact on the community.
- Pension scheme (3% company contribution).