

Leadership and Management Programme for youth Work in Wales

A description of the programme is provided separately in the document “Youth Work Leadership and Management Programme in Wales – overview”.

The role of the Trainers

The training team for the Leadership and Management Programme will consist of two trainers per programme, augmented by visiting speakers in each module.

The programme is one of contextualised management and leadership development. It is underpinned by the principles of reflective practice and action learning. It seeks to ensure that participants engage with and explore the best of current thinking about leadership and management and are able to apply this thinking to their daily practice as leaders of youth work in Wales.

The trainers are responsible for:

- Preparing themselves before the programme so that they are fully conversant with the content of the programme, the training exercises and the tasks to enrich and apply learning
- Delivering the programme modules in a highly participative manner, responding to the individual and collective needs of the participants and adapting the programme as required to make it work well. The trainers are expected to add value to the programme by drawing on their own expertise and experience.
- Meeting as often as necessary to be able to work effectively as a training team
- Sharing the inputs and facilitation of the programme equitably between them
- Liaising with the host organisation about practical details so as to be confident that all materials to run the programme are ready and available for each module
- Ensuring that they know who the participants are and have read any pre course material about them (e.g. copies of pre course self-assessment)
- Arriving in good time at the venue to ensuring that the rooms are prepared appropriately. The trainers would normally be expected to stay overnight near the venue unless they are travelling a short distance to it. This would be funded as part of the programme.
- Being present and ready to welcome participants as they arrive.
- Reporting back to the host organisation any problems or difficulties in the administration of each module.
- Ensuring that evaluation forms are completed for each module and returned to the host organisation.
- Liaising with each other between modules to review the previous module, prepare the next module and make any changes based on the progress of the participants. Liaising with the host organisation to review and learn from feedback from each module and the whole programme.

Person specification

The training team between them must have:

1. Senior management experience of delivering youth work services in Wales. This includes successfully leading organisational change. They must be credible as facilitators, coaches and mentors to the participants.
2. Knowledge of the strategic context for youth work in Wales. Both trainers must be able to apply leadership and management thinking to the particular context of youth work in Wales. This requires understanding the political and social context and the nature and purpose of youth work.
3. Confident and current knowledge of leadership and management thinking and its application to organisations. This should be at MBA /Masters level. The training team must be able to introduce theory as appropriate, apply it to youth work leadership in Wales, explore and critique it.
4. Excellent training and facilitation skills. This includes strong presentation and communication skills linked to the capacity to facilitate experiential learning. The trainers must be comfortable with uncertainty and be willing to follow the interests and needs of the participants, rather than stick rigidly to the programme. They must be active and creative trainers – willing to take risks and experiment. However, they must also be able to ensure that the programme delivers on its overall learning objectives.
5. ICT skills sufficient to manage the provision of materials online through an online learning platform
6. Ability to work through the medium of Welsh (desirable but not essential)