

Grove Park Youth Club (GPYC Studios) - Job Description

Role title	Assistant Lead for Programming & Risk Prevention
Contract type	Zero hours contract
Salary	£11,424 per annum based on a 50 week year (GPYC is closed for 2 weeks in Dec/Jan)
Rate	£25.84 per hour
Hours	8.5 hours per week (7 hours on location, 1.5 hours remote work)
Location	Grove Park Youth Club, Marvels Lane, SE12 9PR
Reporting to	Youth Practice Lead
Benefits	Statutory holiday and sick pay apply
Probation	Initial period of 3 months, followed by rolling 6 month contract (review end of April 2027)
Start date	August 2026

About Us

Grove Park Youth Club Building Preservation Trust manages a remarkable, purpose-built youth club building, first constructed in the 1960s as part of the Chinbrook Estate development.

The Trust originally formed out of a campaign led by local residents committed to saving this incredible community asset from permanent closure and redevelopment. Following a long and passionately led campaign, we successfully reopened Grove Park Youth Club in July 2021, working in close partnership with Lewisham Council, youth services providers and local community groups.

GPYC Studios is our flagship in-house open access youth club launched in 2023, serving local children and young people aged 11–17 (up to 21 SEND). Its ethos rests upon a creative approach to wellbeing, valuing empathy, acceptance, positivity, and growth. Our programming aims to spark curiosity and nurture self-discovery in a safe and inclusive environment. Through creativity, opportunity, and advocacy, we empower young people to make a positive impact on themselves, their community, and beyond.

GPYC Studios is made possible with funding from The National Lottery Community Fund.

Learn more here [👉 https://www.grovecparkyouthclub.co.uk/about-us](https://www.grovecparkyouthclub.co.uk/about-us)

Job Role

As Assistant Lead for Programming & Risk Prevention, you'll play a key part in strengthening the youth club's preventative approach by developing engaging programmes, partnerships, and opportunities that reduce risk factors and support young people's long-term personal development. The postholder will help create enriching experiences that broaden young people's perspectives, increase confidence, encourage wellbeing, and strengthen family and community engagement. Working as part of the wider leadership team, the role contributes to a proactive strategy focused on prevention, early support, and equipping young people with the knowledge, experiences, and support networks needed to make informed and positive life choices.

Key Responsibilities:

- Plan and deliver engaging activities, games, sports, and enrichment opportunities that create a fun, welcoming environment where learning and positive relationships are built through play.
- Create an inclusive environment that encourages all children and young people to participate, develop new skills, build confidence, and try new experiences.
- Make effective use of youth club equipment and spaces to develop an engaging and evolving programme offer for members.
- Support the Youth Practice Lead in the day-to-day delivery of youth club sessions and step up to lead sessions when required.
- Develop and implement preventative programmes to reduce risk and enrich youth development.
- Embed educational themes within youth provision, including topics such as legal awareness, personal development, health, and wellbeing.
- Build and maintain partnerships with external organisations, practitioners, and community services to strengthen preventative support for young people.
- Develop opportunities to engage parents and carers, fostering family involvement and family-oriented programming.
- Create opportunities that broaden young people's perspectives and build confidence through engaging, non-formal learning experiences.
- Follow all organisational safeguarding policies and procedures, ensuring the welfare and safety of children and young people at all times.
- Work collaboratively with the leadership team to shape and continuously develop the youth club's broader strategy.

Must have:

- Significant experience working with children and young people (ages 11–17 preferred).
- A fun, energetic, and inclusive approach to engaging children and young people.
- Experience planning and delivering engaging youth activities, programmes, or projects that promote personal development, wellbeing, and positive outcomes.
- Ability to build positive, trusting relationships with children and young people and create safe, inclusive environments that encourage participation and learning.
- Strong understanding of safeguarding and behaviour management, with the confidence to apply safeguarding procedures effectively.
- Experience building partnerships with schools, families, community organisations or external practitioners to enhance opportunities and outcomes for young people.
- Strong communication, organisational, and leadership skills, with the ability to work independently and step up to lead youth sessions when required.
- Proactive, creative, and committed to developing opportunities that broaden young people's experiences and reduce risk.
- Commitment to the values and vision of GPYC Studios.

Preferable:

- JNC Youth Support Worker or Professional Youth Worker qualification (or equivalent).
- Experience designing or coordinating preventative programmes focused on wellbeing, personal development, education, or reducing risk factors.
- Training, skills, or experience in one or more of the following areas:
 - Safeguarding
 - Conflict resolution and mediation
 - Trauma-informed practice

- Mental health and emotional wellbeing
 - Substance misuse awareness
 - Youth violence prevention
 - Supporting CYP with autism
- Experience planning and delivering engaging youth sessions, activities, or enrichment programmes.
- Experience mentoring or providing one-to-one support for young people.
- Experience engaging parents, carers, and families in youth provision.
- Good knowledge of organisations and services supporting young people in Southeast London, including experience working with local schools and referral partners.
- Experience coordinating volunteers, sessional staff, or supporting colleagues to deliver high-quality youth provision.
- Experience contributing to programme development through youth voice, evaluation, or reflective practice.

What Long-Term Success Looks Like:

- Increased youth participation in preventative programs.
- Positive feedback on personal development activities.
- Improved parental engagement and family involvement.
- Reduced indicators of youth risk (e.g., fewer escalations toward the justice system).
- Strong partnerships established with external experts or services.
- Active contributions to leadership planning, bringing a preventative lens.

To apply, please email the following to gpycrecruitment@gmail.com:

1. Your CV.
2. A cover letter explaining how your skills, experience, and values align with the role.

Please include the job title in the subject line of your email.

Application deadline: 23:59 on Monday, 20 July 2026

If you have any questions about the role or the recruitment process, please do not hesitate to reach out to us at the same email address.

We look forward to hearing from you!