

## **GPYC Studios Creative Wellbeing Assistant Lead**

*Job Description – Role commencing January 2026*

### **About Us**

Grove Park Youth Club is an accessible and dedicated space for local children and young people, situated in a remarkable, purpose-built youth club building, constructed in 1966 as part of the Chinbrook Estate development. We are a registered charity (Ref No. 1196106) located on Marvels Lane in Grove Park (SE12 9PR), within the London Borough of Lewisham.

Our mission is to make Grove Park Youth Club a hub for local children and young people to learn, build connections, and explore and develop their interests. We provide a safe and welcoming space where young people can engage in fun and educational activities, sports and cultural activities, build life skills, as well as seek support with the pressures they face in the wider world.

The youth club is managed by a community-led Trust of people connected to the area who led a seven-year campaign to save and reopen the building. We are a small charity that has achieved exceptional success in reopening the youth club and taking control of this purpose-built space. This opportunity offers the right candidate the chance to play a key role in expanding our offer and working closely with the Trust to take our project forward. Accordingly, we offer a competitive rate of pay at £29.37 per hour.

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 with 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.

Have a look at our work in action and the space you would be working in here:

<https://www.grovecparkyouthclub.co.uk/>

### **About You**

You are enthusiastic, creative, and reliable, with significant experience working with young people aged 11-17. You enjoy being hands-on in sessions and are confident in supporting children and young people to take part, feel included, and thrive. You bring energy, initiative, and a willingness to learn, and you are excited about developing your skills within a supportive team.

You will be passionate about the work we do at Grove Park Youth Club, and eager to contribute to our journey (more at [grovecparkyouthclub.co.uk](https://www.grovecparkyouthclub.co.uk/)). This role is a great opportunity for someone looking to step up in responsibility, gain experience in programme delivery and coordination, and grow as a youth work professional.

We particularly welcome applications from those who reflect the diversity of our community in Grove Park, and whose own lived experiences are similar to those of the young people and families we serve.

### **Job Role**

The Assistant Creative Wellbeing Lead will work closely with and report to the Creative Wellbeing Lead to deliver our GPYC Studios programme.

The Creative Wellbeing Lead collaborates with and reports to the Trust. Their responsibilities span a range of areas including programming, outreach and engagement, partnership management, and on-site delivery. The Assistant role will support across many of these areas, with the goal of taking over specific responsibilities in the long term, and acting as deputy to the Creative Wellbeing Lead when necessary.

The Assistant will primarily focus on supporting the Lead with the day-to-day running of sessions, administration, and outreach. Over time, there will be opportunities to take on greater responsibility, including leading specific activities or projects, building relationships with partners, and acting as deputy to the Creative Wellbeing Lead when necessary.

**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 at specified time, 1.5 hours remote work)

**Reporting to:** Creative Wellbeing Lead

**Benefits:** Statutory holiday and sick pay apply

**Probation:** Initial period of 3 months, followed by a rolling six month contract

**Start:** January 2026

### **Must have:**

- Significant experience working with children and young people (ages 11-17 preferred)
- Experience delivering safeguarding and behaviour management protocol
- Creative practice and/or perspective towards youth work
- Proactive attitude and ability to work with initiative and independence
- Ability to lead by example: modelling leadership, confidence, healthy risk-taking, and emotional self-regulation
- Belief in the positive impact of creative programming on physical and mental wellbeing
- Commitment to the values and vision of GPYC Studios

### **Preferable:**

- JNC Youth Support Worker or Professional Youth Worker qualifications (or equivalent)
- Evidence training, skills, and experience in the following areas:
  - Safeguarding
  - Drugs and alcohol
  - Conflict resolution
  - CYP with Autism

- Good knowledge and network of organisations engaging in youth work in Southeast London, including experience engaging with local schools
- Experience with mentoring young people
- Experience coordinating volunteers or sessional staff

**Key Responsibilities:**

- Assist the Creative Wellbeing Lead in the administration, management, and delivery of GPYC Studios on Tuesday and Thursday nights
- Lead on specific mutually agreed upon strands of delivery (e.g. sports, creative projects, or outreach initiatives), developing and running new activities or mini-programmes
- Support with safeguarding, incident reporting, risk assessments, and behaviour management strategies
- Assist in identifying and engaging potential partners to coordinate, design, and deliver creative programming
- Assist in facilitating outreach and engagement within the local community and beyond, including via social media
- Assist with session documentation (written and photographic/videographic)
- Assist with membership management, including onboarding and the maintenance of regular and clear communication with parents and carers
- Embed a consistent ethos across creative delivery partners, with the values at the heart of GPYC and our Trust evident in how children and young people see and experience the Studios night, the space, and staff members
- Support the Creative Wellbeing Lead and Trust with monitoring and evaluation activities, capturing impact data and young people's stories
- Be a consistent and positive presence for children and young people using the space, proactively ensuring children and young people are part of an enriching and mutually respectful environment
- Other activities as mutually agreed with the Creative Wellbeing lead and the Trust

**As part of your role, you will:**

1. Be responsible for your own health and safety and that of your colleagues in accordance with Health and Safety legislation and organisational policies and procedures
2. At all times ensure that priority is given to the safeguarding of children, young people and adults at risk
3. Adhere to the GPYC equal opportunities policy in all activities and to promote equality of opportunity
4. Ensure all policies and procedures of GPYC are observed and maintain the strict rules of confidentiality appropriate to the role

**To apply:** Contact us at [gpycrecruitment@gmail.com](mailto:gpycrecruitment@gmail.com).