



Quaker Life Network: Children and young people's work cluster outline of role

Purpose

The aim of this part of the work of the Quaker Life Network is to help those working with children and young people in local and area meetings, national and regional events, to address and deal with various issues relating to this work, either by invitation or by arrangements made through the children and young people's work office. The work takes the form of evening and day workshops and visits plus some whole weekends.

Overview

The children and young people's work cluster are volunteers from within the Quaker Life Network who are able to facilitate training and discernment with adults, sometimes alongside children and young people, on themes relating to children and young people's work.

Rationale

Work is carried out within the following guidelines:

- Everyone is encouraged to contribute and meaning is found in all contributions.
- Strive to work within the equal opportunities policies, with health and safety concerns in mind.
- Participatory training methods are promoted - participant's experience being the most important aspect.
- Be aware of current CYP resources and existing networks, i.e. the CYP Work Advocates.
- Avoid assumptions about the group or your co-facilitator, pre-planning and post reflection are essential.
- Start where people are, seek to enable groups to discover own solutions, be a facilitator not a leader.
- We are visitors, those we are working with live the situation all of the time.
- Any follow up should be supportive but minimal, recognising the limitations of facilitators and staff.

The work can occur in a variety of forms:

- Facilitating a set workshop on a theme.
- Planning and delivering a day designed to meet the needs of a particular meeting or group of meetings.
- Undertaking a visit to a meeting to explore an issue of concern.
- Providing training to those involved in national or regional events such as tutoring on the Facilitation and Leadership programme for young Quakers, facilitating training days for young people involved in events or summer school volunteers, working on conferences run by Quaker Life's children and young people's work staff or at Woodbrooke.

The work is administered by the CYP staff team in Friends House and the necessary resources are provided. Involvement in any event is negotiated according to the needs, as well as the skills and availability of the network member.

Work normally takes place in pairs or small groups. There is a gathering each year for the Quaker Life Network where working relationships are developed, relevant training is provided and new resources are developed. This time will focus on reviewing work done and planning future approaches.

Starting Out

Those involved in this work will be part of the Quaker Life Network and will be asked to additionally state how they meet (or have the potential to do so) the attributes listed within this outline. Criminal records checks will be carried out on all those potentially involved in CYP work training, unless they already have a recent disclosure for Quaker work. Those new to this work will be sent dates of the next CYP cluster gathering, contact details of others involved in the work, guidelines for the Yahoo group, a list of CYP policies and procedures and how to access these on the web, links to the Meeting Safety policies, a copy of CYP publications and information about other CYP resources. A conversation will be set up with a CYP staff member or someone else from the CYP work cluster, to answer questions and explore the ethos of the work. An opportunity will be sought to observe a CYP training event. All who are part of the CYP cluster will be sent *Journeys in the Spirit* and therefore receive monthly updates about CYP work.

Activities

Those who are part of the CYP cluster should:

- Be available to work on two events per year.
- Be able to participate in the CYP work cluster gathering each year.
- Work with co-facilitators to plan, deliver and evaluate training events.
- Liaise with hosting meetings in relation to the practical arrangements and particular issues.
- Complete the necessary paperwork following training events and return this to the CYP office.
- Communicate any issues or difficulties to the CYP staff.
- Take note of information provided to keep abreast of current practices and policies.
- Contribute to the development of work by sharing resources and participation in the Yahoo group.
- Consider external opportunities to maintain and develop skills within the role.

When work is commissioned relevant information about the event will be sent out. This will include the outline of processes and responsibilities, workshop outlines and any resources that relate to the event.

Accountability, Supervision and Support

- The work is overseen by Quaker Life Central Committee.
- Those within the CYP cluster are accountable to and supported by the Children and Young People's staff team.
- Liaison will take place with CYP staff in relation to planning, delivery and evaluation.
- Review of work carried out following events is the responsibility of CYP staff.
- A meeting to review work done and agree future involvement will be set up with a CYP staff member at the end of the induction period and subsequently every two to three years.
- Materials required for events and planning meetings will be supplied and paid for from the CYP budget.
- All expenses incurred in this work will be met from the CYP budget.
- Volunteers are covered by public liability and employer's liability insurance.

Policies

A professional working attitude is expected at all times.

Volunteers must operate within the BYM policy for volunteers (Quaker Employment Services Central Committee, updated November 2005).

Volunteers are required to take into account the Children and Young People's Work policies and procedures, all of which are available through the CYP pages of the website.

Attributes that those involved in the CYP work cluster should have (or have the potential to develop)

Values:

- A recognition of the importance of spiritual development within children, young people and adults.
- An understanding of the appropriateness of experiential learning and a facilitative approach to training.
- A willingness to operate within the policies and procedures as set out.

Skills:

- Being able to work co-operatively with a co-facilitator.
- Ability to facilitate training with adults.
- Being able to complete paperwork as necessary.
- Being able to use imagination to develop innovative approaches.

Experience:

- To have experience of working with children and / or young people in a Quaker context.

Availability:

- To be able to work on at least two events per year, most of which take place on Saturdays although some are over whole weekends or evenings.
- To be free to attend the CYP cluster gathering each year.
- To have the time to carry out the planning necessary for working at a training event.