



**Job Title:** LVA Trust RSHE & Small Group Facilitator

**Location:** Richmond, Hounslow, Kingston and Various locations around Southwest London

**Hours:** 15 - 20 hours a week, usually during school hours & Ad Hoc evenings and weekends for youth programme and charitable events.

**Pay:** 28,000 Per Annum, full time equivalent (FTE).

**Reports to:** Schools Lead

**Contact:** Lydia@lvatrust.org

**Purpose of job:**

To deliver LVA classroom workshops in their allocated schools, so that an increased number of young people benefit from our relationships, sex and health education programme. To enable the development of resources for education purposes, through research and the creation of content for classroom workshops. To work as an integral part of a wider community team working to support young people in the community, through structured workshops and groups.

**Summary of key responsibilities:**

1. To deliver LVA's RSHE programme through classroom workshops and small group work
2. To research current RSHE-related trends and document them in an easy-to-read format for the wider team to keep up to date on current trends and have access to accurate stats.
3. To use your knowledge and creativity to support the creation of new content and update existing content
4. To actively engage in the wider development of the charity, specifically supporting work with young people in the community

LVA Trust (Registered Charity Number: 1169505)

[www.lvatrust.org](http://www.lvatrust.org)

[info@lvatrust.org](mailto:info@lvatrust.org)



5. To proactively engage in professional and personal development - especially in the arena of safeguarding
6. To participate fully as a team member of the charity

### **Key responsibilities and specific duties:**

#### **1. To deliver LVA's RSHE programme through classroom workshops and small group work**

- Work closely with the school's lead for your area to create a programme of RSHE materials, including lesson plans and activities for Year 5 – Year 13, to enhance our provision to schools and young people
- Develop the resources with a Christian values framework (all young people being loved, valued and able), which is in line with government guidelines for RSHE (relationships and sex education) and has input from young people
- To deliver RSHE workshops and small groups at every opportunity to ensure continued experience of working with young people.

#### **2. To research current RSHE-related trends and document them in an easy-to-read format for the wider team to keep up to date on current trends and have access to accurate stats.**

- Creating a research portfolio with all the topics LVA delivers on and ensuring that each topic is updated every academic year in a new folder. Alongside the school's lead
- Organise time in your weekly schedule to keep on top of current trends for research purposes, where possible.



- Lead occasional training to LVA staff and volunteers, in which you will deliver your findings and explain what that means for LVA and how we apply what we've learned

### **3. To actively engage in the wider development of the charity**

- To undertake administrative tasks where required
- To work with the admin staff to provide programmatic information for the purpose of developing funding proposals
- On occasion, represent the charity at meetings and conferences

### **4. To proactively engage in professional and personal development**

- Devise a personal development plan with your line manager and actively work towards its fulfilment
- Keep up-to-date with news and developments in the relationships and sex education field
- Regular internal and external career development training to be undertaken to support your growth in the role you hold.

### **5. To participate fully as a team member of the charity**

- Undertake the delivery of work, maintaining the charity's ethos and values, and understand and abide by the charity's policies and procedures. Understand and abide by the policies and procedures of schools and other youth settings that we work with
- Attend team meetings as required. Work as an effective and supportive team member