



## FOUNDATION FOR ACTIVE COMMUNITY ENGAGEMENT

Based at St Andrews Methodist Youth Centre, Elm Park, Filton, Bristol, BS34 7PS  
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### Background Information

#### **Where we are**

The Youth Centre forms part of the complex of buildings owned by the Methodist Church in Filton, and is just off the A38 in Filton, about half a mile inside the South Gloucestershire boundary from North Bristol. The Youth Centre building itself sits between the church building and the Filton Leisure & Community Centres, just 100yards from the Elm Park playing fields.

#### **What we are**

The Youth Centre has been operating youth work in Filton for over 70 years and moved to its current premises when it was built (as a memorial) in 1967.

From April 2014, we became a registered youth & community charity called 'FACE' and we are now developing our work in all directions!

Our Core Values are Fun, Integrity, Respect, Equality, Empowerment and Making a Difference.

Our mission statement is: to provide effective and high quality services, activities, and support which allows people to grow and have fun. We value and respect our community, our service users, our staff, and our volunteers.

#### **What we do**

We deliver and host a range of work weekly with children, young people and vulnerable adults.

We are currently contracted for 3 years through the South Glos. Youth Work Partnership to deliver 1 evening youth club session for 13-19year olds each week in Filton, 1 evening youth club session for young people with learning or social disabilities in Kingswood, and another 1 evening youth club session for young people with learning or social disabilities in Little Stoke.

We are funded by Filton Town Council for 1 evening of youth clubs for 7-12 year olds from the local area. BBC Children in Need currently funds our extensive work in Filton with disabled children and teens which includes weekly messy play, independence skills group and youth clubs for young people with learning or social disabilities.

We also deliver an evening transition group for adults with social and learning disabilities, and a weekly Silver Surfers group.

We are also contracted by Bristol City Council to deliver the Bristol Autism Project holiday-time activities. Additional funding from other sources supports other children's and youth work, schools work, community work, project work, residential and evening trips!

We are just about to launch a Social Enterprise Project 'food kiosk' in Filton, training and employing adults with learning or social disabilities.

We are constantly updating and improving our offer to local young people, and now also to older and younger residents.

We welcome staff's input to our developments and are looking for enthusiastic and passionate staff who wish to join us in our journey. As we are a charity, this will include being involved in fundraising activities.

*Schools work* - this is organised in conjunction with local secondary schools and special schools to meet requirements. Students are referred for courses on a range of subjects such as Relationships & Sex Education, Self Injury, Risky Behaviours, as well as Mentoring.

*Residential trips* - are organised when time and funding permits, around 2-3 times per year and take place in a variety of locations. These are great opportunities to further our work with members in more relaxed surroundings. Staff should be willing to work occasional weekends to support this work. We also join with Filton Twinning Association for trips abroad!

*Evening/daytime trips* - are arranged each term for youth groups, when time and funding permits. These may include swimming, ice skating, go-karting, 10pin bowling, etc. The Elm Park field is also used greatly during the finer months for sports activities.

*Community events* - Each year FACE holds an AGM to publicise the activities of FACE and present accreditation awards to members. Invited guests and visitors include parents, funders, church members, local residents, other community organisations, and local dignitaries. We have a popular tombola stall at the annual Filton Festival and a stall at the Community Garden annual fete. We also do regular fundraising activities ourselves, such as a Christmas fayre, pub quizzes, bag packing in local supermarkets, sponsored events, stalls at school fayres, coffee mornings and cake sales. Staff are very much encouraged and expected to support fundraising and awareness-raising initiatives.

### **Preparation, planning and evaluation**

All the sessions and trips require preparation, the minimum of which is that staff are expected (and paid) to arrive prior to the commencement of a session for vital communication-sharing and setting out activities. The start of the autumn, New Year and spring terms begin with a staff programme planning session which shapes our work for the coming 4months.

Staff meetings, training, and annual youth worker training days are also an integral part of working at FACE as these allow staff to get to know each other better, share together at in-house training, and plan the work more efficiently.

Our work is evaluated in many different ways. After sessions time is set aside for staff to complete an evaluation-recording sheet. Our members also provide feedback which form part of the evaluation meetings that are carried out at staff meetings.

The Charity Director and Development Workers also complete Quarterly Reports, Operational Plans and Annual Reports, whereby all FACE's objectives are reviewed and evaluated. All staff are encouraged to take an active role in supporting these processes and have an input into their content.

### **Staffing**

Most sessions for members run with a minimum of two staff, but generally each open children's or youth work session at FACE has at least three paid staff, plus a team of support volunteers. Sessions for younger age groups and people with disabilities often have more support. Community learning courses may just have one tutor, but they would never be in a building by themselves. Currently there's a team of part-time youth and community workers and occasional Health & Social students on placement, as well as a number of adult and youth volunteers!

All staff (both paid and unpaid) must undertake reference checks, DBS Enhanced Checks, and induction sessions before starting work. There is a probation period, as well as also ongoing support, supervision, and training.

### **Training**

In-house induction and training is provided, and all paid staff are employed on a structured scale. All staff are expected to sign up to training opportunities as and when they arise, even if outside of normal work hours, in order to develop themselves and improve the quality of the charity's work.

There is an annual compulsory training day for all staff, trustee and volunteers (biennially this is around Safeguarding & Equalities, and biennially in-between it covers Health & Safety & Visioning.)

Volunteers are encouraged to also attend any training they are willing / able to attend, to develop their work practise. Expenses are paid for this if applicable. Development of all staff is seen as vital for the charity's work to be enhanced in the future and all staff should embrace these opportunities.