



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, 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 in Filton for over 60 years and moved to its current premises when it was built in 1967.

From April 2014, we became a new registered charity called 'FACE' and we are now developing our youth *and* community work. South Gloucestershire Council currently contribute funding to FACE for 2 evening youth club sessions for 12-19year olds each week as well as a 3year grant that supports our work with 7-12 year olds. Additional funding from other sources supports other community and project work, schools work, work with people with disabilities, residential and evening trips.

We are constantly updating and improving our offer to local young people, and now also to younger and older residents! We welcome staff's input to our developments and are looking for enthusiastic staff who wish to join us in our journey. As we are a charity, this will include being involved in fundraising activities.

What we do

Regular Activities:

Day	Time & description	Target group / funded by...
Monday	Schools & community work during daytime 6-7pm Duke of Edinburgh's Awards 7.30-9.30pm Youth club	Local young people aged 14+yrs <i>funded by Filton Town Council</i> Local young people aged 12-18years <i>funded by South Gloucestershire Council</i>
Tuesday	Schools & community work during daytime Relationships work at Sheiling School, Thornbury 10am-3pm Facing Forwards social/educational group for adults with learning/social disabilities 3-5pm NEW After School activities at Orchard School	<i>Funded by Sheiling School</i> <i>Funded through small grants</i> <i>Funded by Orchard School</i>
Wednesday	Schools & community work during daytime 5-7pm fortnightly Filton Youth Council 7.30-9.30pm Youth club	Local young people aged 9-18years <i>funded by Filton Town Council</i> Local young people aged 12-18years <i>funded by South Gloucestershire Council</i>
Thursday	Schools & community work during daytime 10am-12pm Silver Surfers group 12-1pm Chillax session at Charborough Road School 12.30-3pm Work Club 3-5pm NEW After School activities at Orchard School 5.30-7pm 'Bright Sparks' Youth club 7.30-9.30pm 'Illuminators' Transitions club	Local residents 50+yrs <i>Self-funding</i> Year 6 lunchtime activities at Charborough Road School Any local residents searching for work or training opportunities, funded - small grants <i>Funded by Orchard School</i> Young people aged 11-15 with learning / social difficulties / disabilities Young people & adults aged 16+yrs with learning / social difficulties / disabilities <i>Much of this Thursday evening work is funded by BBC Children in Need</i>
Friday	Schools & community work during daytime 3.45-4.45pm Street dance for 9-14yrs 5-6pm Youth club 6.30-8pm Youth club	Local young people <i>self-funding</i> Local children aged 7-9yrs (Years 3, 4 & 5) Local children aged 9-12yrs (Years 6 & 7) <i>These clubs are funded by South Glos Council New Homes Bonus</i>

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 young people in more relaxed surroundings. Staff should be willing to work occasional weekends to support this work. We also join with annual Filton Twinning Association for trips abroad!

Evening trips - are arranged each term, when time and funding permits. These may include swimming, go-karting, Air Hop, 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/Open Day to publicise the activities of FACE and present accreditation awards to people. Invited guests and visitors include parents, funders, church members, local residents, other community organisations, and local dignitaries. We also do regular fundraising activities such as a Christmas and Easter fayres, pub quizzes, bag packing in local supermarkets, sponsored events, stalls at local festivals, and cake sales. Staff are very much encouraged and expected to support fundraising and awareness-raising initiatives.

Leadership Team

A new structure, brought in in April 2016, has meant that there is now a Leadership team which aims to lead and develop the day-to-day work of FACE. There are 4 Development Worker posts who attend these monthly meetings along with the Youth & Community Work Manager. These meetings provide a chance to share news, update projects and provide consistency and cohesion across the developing work of FACE. Notes from the Leadership Team are shared with the Board of Trustees, who meet quarterly.

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 night which shapes our work for the coming 4months.

Staff meetings and annual training weekends are also an integral part of working at FACE as these allow staff to get to know each other better, share in 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 users also provide feedback which form part of the evaluation meetings that are carried out at staff meetings.

The Leadership Team complete Quarterly Reports, and contribute to 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

Sessions run with an absolute minimum of two staff, but generally each evening session at FACE has at least three paid staff, plus a team of support volunteers. Sessions for younger age groups and young people with disabilities have more support. Currently there's a team of part-time youth and community workers and 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 relevant scale. There is a set and transparent FACE pay structure. 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.

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.