

FACILITY OPERATIVE APPRENTICE X2

Job Title: Facility Operative Apprentice

Reporting to: Building and Facility Manager

Location: 1 vacancy is available at HideOut Youth Zone and 1 vacancy is available at Salford Youth Zone

Salary: £7.55 per hour (Year 1)
Real Living Wage (Year 2)

Holidays: 33 days including bank holidays (pro-rata)

Hours: 36 of which 6 hours of learning per week will be off the job

Key Relationships: Building and Facility Manager, Youth Zone staff, Volunteers, Stakeholders and Young People

ABOUT EMPOWER

EMPOWER is the umbrella charity that currently oversees operations of the award-winning youth charity based in Manchester, HideOut Youth Zone, which opened in 2020.

HideOut Youth Zone has supported over 7,000 children and young people since it opened, offering a dynamic youth provision that is open 7 days a week (including school holidays).

HideOut's state-of-the-art building provides young people with somewhere safe to go, something positive to do and someone trusted to talk to, with facilities that include a 3G pitch, climbing wall, gym, sports hall and recreation area, and dance, arts, music and media suites.

Due to the success of HideOut Youth Zone, EMPOWER has been granted the opportunity to open another Youth Zone within Greater Manchester – Salford Youth Zone (known officially as SYZ).

The two Youth Zone's sit under EMPOWER and within the OnSide network; a growing number of Youth Zone's across the UK which are funded, built, supported and launched by the national charity, OnSide.

It is EMPOWER's vision is to ensure all young people grow to lead happy, healthy, safe and successful lives.



WHAT IS THE ROLE?

The Facility Operative Apprentice will assist the Building and Facility Manager in the day-to-day operation, maintenance, and safety of the Youth Zone's facilities. The role provides hands-on experience in facility management, with a focus on maintaining a safe and welcoming environment for young people, staff, and visitors. The apprentice will also commit to one day per week of formal education related to facilities management, health and safety, or a relevant subject.

WHAT WILL I BE DOING?

Key Responsibilities

- Assist in Maintenance Operations:
- Support with regular inspections of the building and facilities to identify repair and maintenance needs.
- Assist with routine maintenance tasks, such as minor repairs, painting, and cleaning.
- Assist with the Youth Zone planned preventative maintenance programme
- Supervise external contractors when required, ensuring signing in / out & safeguarding procedures are followed and work is completed to a high standard.

Health and Safety

- Assist FM to ensure the Youth Zones comply with all health and safety regulations.
- Support in conducting fire drills, equipment testing, and risk assessments.
- Ensure all damages / hazards are reported and promptly addressed.
- Carry out daily room, hall and pitch safety inspections, logging all results.

Facility Operational Support

- Assist in the set-up of rooms and facilities for youth activities, meetings and events.
- Help maintain an inventory of equipment and materials.
- Help with ensuring sports activity delivery equipment stored safely.
- Ensure exterior areas are kept clear from debris
- Assist with accepting deliveries
- Carry out minor repairs to sports equipment

Building Security

- Assist in maintaining access control, monitoring the security of entrances and exits.
- Energy and Sustainability
- Assist in implementing energy-saving practices whilst maintaining an appropriate environment for staff and young people.

Learning and Development

- Attend one day of education per week to complete a relevant course in facility management, health and safety, or a related field.
- Work with the Building and Facility Manager to apply learning from education into practice.

Qualifications and Skills

- Willingness to learn and take on new challenges.
- Interest in facilities management, building maintenance, or construction.
- Basic knowledge of health and safety is desirable (training will be provided).
- Ability to work independently and as part of a team.
- Good communication skills.
- Physically fit and able to handle manual tasks such as lifting, climbing ladders, and working in different weather conditions.

Benefits

- Full support from a dedicated mentor (Building and Facility Manager).
- One day per week to pursue formal education.
- Opportunity to gain hands-on experience in a busy, dynamic and youth-focused environment.
- 33 Days Holiday
- Fully Equipped Gym

WHAT ELSE WILL I NEED TO DO?

- Be a role model for young people and present a positive “can do” attitude. Take personal responsibility for own actions
- Commit to a culture of continuous improvement and work within the performance framework of HideOut Youth Zone and OnSide
- Represent HideOut Youth Zone positively and effectively in all dealings with internal colleagues, and external partners
- Comply with all policies and procedures, with particular reference to safeguarding, codes of conduct, health and safety and equality and diversity to ensure all activities are accessible
- To assist with any promotional activities and visits that take place at the Youth Zone.

ADDITIONAL INFORMATION

EMPOWER is committed to safeguarding and promoting the welfare of children, young people and vulnerable groups. This post is subject to an enhanced DBS check.

The strength of EMPOWER and the OnSide network of Youth Zones is the diversity of its people; we place huge value on equal opportunities and encourage applications from candidates of diverse backgrounds, communities and abilities. The one thing we all have in common is our desire to raise the aspirations of young people across the country.

For information regarding how OnSide Youth Zones process your data, please visit www.onsideyouthzones.org/applicant-privacy/

APPLICATION INFORMATION

Application form: <https://empoweryouthzones.org/vacancies/>

How to apply: Please complete the application form and return to **recruitment@empoweryouthzones.org**

Closing date: **We review applications on a rolling basis and reserve the right to close the role at any time.**

STRICTLY NO AGENCIES PLEASE

Feel free to give us a call on **0161 511 3777** if you have any questions about this role, or to hear from a team member about life working at the youth zone.

OUR VALUES



YOUNG PEOPLE FIRST

Young people are at the heart of everything we do, inspiring and challenging us to deliver services that exceed their needs and challenge them to be the best they can be.

EXCELLENCE

We encourage ourselves and each other to be the best we can be through continuous learning and improvement, and a focus on finding solutions.



RESPECT

We act with honesty and integrity, celebrating diversity across the whole organisation and caring about each other, our young people and the Youth Zone environment.



AMBITION

We are passionate and driven in taking on new challenges, embracing new ideas and exceeding our ambitions for young people, the Youth Zones and our local communities.

COLLABORATION

We create and nurture strong, creative partnerships, working together to achieve better results and outcomes for young people.

