

Youth Co-ordinator (Youth Platform and Schools Programme)



Circular Square, Peckham Platform's annual Public Realm event on Peckham Square, made possible by funds from The National Lottery Heritage Fund, London Borough of Southwark and Arts Council England. September 27th 2025. Image Credit: Trey Joel Robinson.

Peckham Platform is a creative and educational charity based in Peckham, south London. We bring local communities together with leading artists to co-produce social art that responds directly to the needs and concerns of the people involved.

We commission new work, run workshops, talks and exhibitions and provide progression routes for young people. For each new artist commission we work with people in our community to jointly identify themes, develop a brief and select artists. The group then collaborates with the artist to create new work. The model of joint decision-making continues right through to the exhibition, installation or event.

You can read more about who we are; our vision, mission and values and learn more about our team on our [website](#).

JOB DESCRIPTION AND PERSON SPECIFICATION

Job Title: Youth Co-ordinator

Salary: (£32k pro rata = £19,200)

Location: Hybrid - Peckham with remote working

Hours: 3 days a week 0.6 FTE

Accountable to: Head of Learning and Community Engagement, Peckham Platform

Contract: Fixed term, 12-month contract January - December 2026, possibility to extend for another year dependant on funding

Peckham Platform is a creative and educational charity that connects art, people and place, bringing together local communities with leading artists to co-produce art projects with impact. This is an exciting opportunity for an aspiring Youth Co-ordinator with interest in the culture and/or heritage sector and working with young people, to support the growth and development of our Youth Platform and Schools Programme.

Purpose of Role:

Peckham Platform is seeking a passionate and organised **Youth Co-ordinator** to support our Head of Learning and Community Engagement with the delivery of our Youth Platform and elements of our Schools Programme.

The Youth Co-ordinator will play a key role in coordinating and supervising high-quality creative engagement opportunities that empower young people to develop and explore their creative interests, artistic, social and leadership skills. Working closely with artists, youth partners and education organisations, the postholder will ensure young people have supported access to creative progression routes and that their voices shape the programme's development.

This role requires someone with experience in youth engagement, collaboration, arts facilitation and partnership working. Above all we are looking for an individual committed to inclusivity, co-designing with community, care and creativity as tools for social change. For more about our Youth Platform, including our Creative Access Programmes, mentoring and work placement opportunities, please see <https://peckhamplatform.com/learn-with-us/youth-platform/>.

Duties and Responsibilities:

Creative Access Programmes (CAPs)

- Coordinate and support logistics for six artist-led Creative Access Programmes (CAPs) with six partner organisations/schools, including scheduling, venues, materials and accessibility needs.
- Support artists and facilitators to create safe, inclusive and engaging creative sessions.
- Track participant attendance, engagement and any relevant accreditation.

Peer Network Development

- Support the recruitment and engagement of young people into the Peer Network.
- Support facilitation of the Peer Network sessions (every other month from February 2026) in partnership with the artists and relevant specialists, focusing on creative confidence, leadership and participant wellbeing.

- Help young people co-design and co-lead public creative skills workshops and talks.

Placements & Mentorships

- Coordinate logistics for support placements, ensuring positive learning outcomes.
- Liaise with mentors and youth participants to facilitate mentorships per young person.
- Work with our cultural, heritage and education partners to connect young people with further opportunities.

Administration & Communications

- Support project documentation through photography, video and case studies.
- Maintain accurate records, debriefs, safeguarding logs, consent forms and contact data.
- Contribute to evaluation reports, funder updates and public presentations if/where required.

General Responsibilities:

- Coordinate the planning, delivery, and evaluation of Youth Platform activities in collaboration with the Head of Learning and Community Engagement and commissioned artists.
- Act as the first point of contact for participating young people, providing guidance, encouragement and support throughout their involvement.
- Maintain positive, professional relationships with project partners including schools, youth organisations, local authorities and creative institutions.
- Ensure safeguarding and inclusion are embedded in all programme activities.
- Support monitoring, evaluation and reporting processes to meet funder and organisational requirements.
- Represent Peckham Platform's values of equity, collaboration and creativity in all communications and community interactions.
- Undertake health and safety duties and responsibilities appropriate to the role.
- You will be expected to at all times work in accordance with the organisation's Safeguarding policy and Equal Opportunities Policy promoting equality and diversity in your work.
- Other duties as assigned from time to time by the Head of Learning and Community Engagement.

Person specification:

Essential:

- Proven experience working with young people (aged 14 - 25) from diverse and/or marginalised backgrounds in community or arts settings.
- Experience coordinating creative or participatory programmes, ideally within the arts, education, or community sectors.

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- Strong organisational and communication skills, with the ability to manage multiple priorities.
- Confidence working collaboratively with artists, partners and education institutions.
- Experience of working with a small team and an understanding of collaborative working.
- Empathetic and adaptable, with the ability to build trust and motivate young people.
- Knowledge of safeguarding principles and willingness to undertake relevant training (Enhanced DBS required).
- Demonstrated commitment to equality, diversity and co-creation.
- An understanding of Peckham and/or Southwark and the communities that work and live in the area.

Desirable:

- Experience facilitating workshops or creative sessions for young people.
- Understanding of inclusive and trauma-informed youth work practice.
- Experience supporting evaluation and impact reporting.
- Lived experience of and connection to Peckham.
- Experience of working with marginalised and/or vulnerable people.
- A basic understanding of safeguarding and public safety for events.
- Familiarity with Arts Award, digital badging, or youth accreditation frameworks.
- First Aid certification.

How to apply

To apply, please send us your application

1. As a written statement of no longer than 2 pages; and/or an audio/video presentation of up to 5mins. Please tell us how you meet the person specification for the role. We would really like to hear why this role is an exciting move for you and what skills you would like to develop.
2. A supporting CV no longer than 2 pages, that demonstrates your skills, knowledge and experience.
3. Please also include earliest start date and names of two referees (only contacted after seeking permission).
4. Please note that all applications are subject to a 'blind' recruitment process. This means that identifying information such as name, gender and schools attended are removed before being read by the selection panel.

Complete the [Equal Opportunities Monitoring form](#) (this is for monitoring purposes only and will be detached from your application).

If you would find it more accessible to complete any part of this application in a different format, please email recruitment@peckhamplatform.com

Application Deadline: 11:59pm Sunday 7 December 2025

Interviews: TBC 10 and/or 17 December 2025

Start date: w/c 5 January 2026

Access support

We are committed to meeting reasonable adjustment, to meet access requirements and supporting all team members to apply to Access to Work to cover relevant costs. Access support is available for all applications, including alternative formats. If you prefer to meet one of our team or talk through this job pack please contact recruitment@peckhamplatform.com or call 020 7358 9645.

Equal opportunities

Peckham Platform is an equal opportunities employer, and actively encourages applications from groups currently underrepresented irrespective of gender identity, sexual orientation, marital status, race, religion, nationality, ethnic origin, disability or age. This applies whether in relation to terms of employment, conditions of service or opportunities for training. Individuals are selected and treated on the basis of their relevant merits and abilities, and no one is disadvantaged by conditions or requirements that cannot be shown to be justifiable.

Our Human Rights pledge and action plan

Our workforce reflects the demographics of Peckham and we actively support fairness and respect for everyone. In terms of recruitment, we do this by ensuring that; all our roles are advertised, at least one person of colour attends every interview panel; people that are interviewed will get a chance to meet someone from the team to give insight to the organisational culture, as well as a chance to ask questions outside of the interview. We will offer feedback to everyone we interview. We strive to hire people with lived experience represented in the communities that we work with. We have relevant policies and procedures in place to ensure that our workplace is safe and welcoming.

About The Portal Trust portaltrust.org

The Portal Trust supports great ideas that empower young people in London to discover their full potential. As a charity, it funds, supports and contributes to organisations, groups and individuals that deliver impactful educational opportunities.

Supported by



About Goldsmiths' Foundation thegoldsmiths.co.uk

The Goldsmiths' Foundation is focused on advancing creative, technical, and vocational skills, education and training in the craft and trade of goldsmithing, silversmithing and jewellery, the wider creative industries, and other fields, through grants, advocacy, and support to charity partners



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