



Candidate Information for the role of Youth Engagement Officer – ELM Youth Hub (Based in Maryam Centre)

The ELM Youth Hub is a welcoming space where young people can relax, refresh, and renew their relationship with Allah while developing confidence, character, and purpose.

Rooted in Islamic values, the ELM Youth Hub is committed to supporting the holistic growth of young people across Tower Hamlets. We provide a safe, structured, and inspiring environment that nurtures spiritual, social, emotional, and intellectual development through engaging, faith-based activities.

Through regular youth sessions, workshops, and events, we promote Islamic identity, positive character, and open discussions around faith, identity, and the challenges young people face today.

The Maryam Centre complex is large and very busy, with the number of users increasing year after year, offering a wide range of services to the local community. Supporting and empowering young people is a key strategic priority, and the Youth Engagement Officer will be central to building relationships, delivering impactful programmes, and fostering the personal development of our youth.

This role will require creativity, empathy, and strong communication skills, as well as experience working with young people in group and one-to-one settings.

Key priorities

- Develop and deliver programmes for youth
- Create and foster engaging and inclusive youth initiatives and programmes
- Work collaboratively with other departments in delivering ELMT's youth strategy
- Support partnership and outreach work with schools, community groups and service providers

About the East London Mosque Trust (ELMT)

The East London Mosque & London Muslim Centre is one of the UK's most prominent and dynamic Islamic institutions, serving London's largest and most diverse Muslim community since 1910. Our institution offers world-class prayer facilities, educational programmes, including two Ofsted-rated 'Good' schools and an evening supplementary school, comprehensive social welfare services and outreach. We also provide a dedicated hub to support the needs of women through the Maryam Centre. Anchored by our guiding mission to Serve, Educate, Inspire, we continuously strengthen our impact through community engagement, interfaith partnership, and innovative initiatives.

Working in this 'House of Allah' is a profound blessing; it gives an opportunity for personal growth while witnessing first-hand the positive impact of the many beneficial services we deliver.

Our mission is to serve, educate and inspire through faith and action

Our vision is to see a world of God consciousness, respect, dignity and justice.

East London Mosque Trust

The East London Mosque Trust is a charity (1122613)
and a company limited by guarantee (468317) registered in England & Wales
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Job Description for the role of Youth Engagement Officer – Maryam Centre

Job title:	Youth Engagement Officer
Salary:	£ 25,174.50 pro rata (15 hours p/w) pro rated at £ 10,069.80
Contract:	3-year Fixed-Term (extension subject to funding)
Responsible to:	Youth Engagement Lead
Job Purpose:	Develop and deliver youth programmes and work collaboratively to strengthen community relationships and youth development

Youth Engagement

The Youth Engagement Officer will develop and deliver youth programmes.

The Youth Engagement Officer will:

- Design and deliver engaging youth sessions including workshops, discussions, recreational and faith-based activities.
- Establish and maintain voluntary, positive relationships with young people fostering their personal, emotional, and spiritual development.
- Empower young people to understand and manage risks affecting their lives and encourage participation in positive decision-making.
- Work one-to-one with young people needing additional support or guidance.
- Involve young people in the co-design and evaluation of programmes, enabling them to shape services.
- Create a welcoming, inclusive and safe environment for all participants, promoting respect and Islamic values.
- Maintain appropriate professional boundaries and respond effectively to challenging behaviour using restorative and supportive approaches.
- Support outreach activities, residentials, and events, representing ELMT youth services.
- Signpost and refer young people to other services as required (e.g. education, mental health, employment support).
- Promote ELMT's youth project across different platforms including social media and events.
- Work flexibly in ensuring that targets are met
- Work during school holiday periods, evenings and weekends to provide the most coverage as possible
- Have a proactive approach to youthwork, especially in a mosque environment

Administrative

The East London Mosque Trust is a large organisation that needs to account for its actions, ensure its resources are used well, and monitor the services it provides.

The Youth Engagement Officer will:

- Record attendance, incidents, outcomes, and young people's progress.
- Support project planning and provide regular reports to the Youth Engagement Lead.



- Maintain confidentiality where appropriate.
- Adhere to the ELMT's policies and procedures.

General

The East London Mosque Trust is an organisation that seeks to set the highest standards, and thrives through the 'added value' brought by employees and volunteers.

The Youth Engagement Officer will:

- Work flexibly and undertake other reasonable duties as agreed with the line manager.
- Participate in team meetings, supervision, training and professional development activities.
- Ensure safeguarding policies and procedures are followed at all times.
- Promote equality, inclusivity, and uphold the values and reputation of ELMT.
- Support projects and events of the ELMT as and when required.

Usual working hours will be agreed with your line manager, though these hours will need to be flexible to meet the requirements of the role and can always change.

THIS JOB DESCRIPTION IS SUBJECT TO ANNUAL REVIEW AND ALTERATIONS MAY BE NEGOTIATED TO REFLECT THE CHANGING NEEDS OF THE ORGANISATION.



Person Specification for the role of Youth Engagement Officer – Maryam Centre

Candidates must demonstrate evidence of all the essential criteria in the application form and interview.

1	Skills and Experience	
1.1	Substantial experience in a similar role	E
1.2	Experience working with young people (11–25) in group and one-to-one settings	E
1.3	Understanding of safeguarding principles	E
1.4	Experience developing and delivering youth activities or programmes	E
1.5	Ability to build rapport and engage young people from diverse backgrounds	E
1.6	Excellent interpersonal and communication skills	E
1.7	Good command of English, both written and verbal	E
1.8	Proficient in use of computers for word-processing, email, internet, etc.	E
1.9	Good organisational and planning	D
1.10	Knowledge of youth-related services and referral pathways	D
1.11	Experience of dealing with sensitive issues	D
1.12	Additional community language	D
2	Personal Qualities	
2.1	Self-motivated, reliable and able to work on own initiative	E
2.2	Able to work under pressure to meet deadlines	E
2.3	Able to work as a member of a team	E
3	Equality and Diversity	
3.1	Commitment to equality and diversity	E
4	Education and Training	
4.1	Bachelor's degree or recognised Youth Work Qualification	D
4.2	First Aid and/or Safeguarding training (or willingness to train)	D
5	Other	
5.1	Must be a permanent resident in the UK without restriction on employment	E
5.2	Able to work flexibly, including evenings and weekends	D

E – Essential D – Desirable