



Q Hub LGBTQ+ Youth Project Coordinator (Zero-Hours Contract)

- Location:** working across Buckinghamshire, Slough and East Berkshire (office base at Marlow Youth & Community Centre).
- Hours:** Zero-hours
- Hourly rate:** £15.00 per hour (PAYE), inclusive of statutory rolled-up holiday pay.
- Contract type:** Zero-hours

About us

Brighter Futures Together is a Thames Valley-based not-for-profit organisation that runs innovative projects designed to boost children and young people's wellbeing. Our aim is to support children and young people to have brighter days filled with opportunity, empathy and hope.

We are a small but mighty team with a passion for making a difference and we know from firsthand experience the amazing positive impact youth work projects can have.

Working with us is more than just a job – it's a fantastic chance to help create brighter futures for young people. Whether you're joining us as a volunteer or as a full- or part-time paid member of staff, we want your time with us to be rewarding and we hope you'll feel as passionate about our projects as we do.

Here's a flavour of our culture and how our small but mighty team operates:

- we're a busy grassroots organisation – it's a fast-paced environment
- we work hard to inspire change and drive success for young people, so we need people who are brilliant at what they do
- we all share a 'can-do' attitude and are supportive of each other
- we value lived experience as an equal form of expertise

About Q Hub

Q Hub is Brighter Futures Together's LGBTQ+ youth project supporting young people across Buckinghamshire, Slough and East Berkshire.

The project includes youth groups, social opportunities, community events, youth voice activity, outreach and partnership working to help LGBTQ+ young people feel safe, connected and supported.

Our groups provide welcoming spaces where young people can:

- Build friendships.
- Feel part of a community.
- Explore identity safely.
- Develop confidence and resilience.
- Influence activities and shape the future of the project.

About the role

This is an exciting opportunity for an experienced youth and/or community worker to join our growing Q Hub team.

Working alongside the Q Hub Project Lead, you will take responsibility for coordinating and delivering Q Hub activity within an allocated area of the project while supporting delivery across Buckinghamshire, Slough and East Berkshire when required.

The role combines project coordination with direct youth work, giving you ownership of the planning, organisation, delivery and ongoing development of your allocated area. You will plan engaging programmes of activity, build positive relationships with young people, coordinate volunteers and sessional staff, develop local engagement with schools and community organisations, and help ensure young people remain at the centre of everything we do.

You will also contribute to the wider development of Q Hub, working collaboratively with colleagues to strengthen participation, identify local opportunities and ensure consistent, high-quality delivery across the project.

This role would suit someone with experience in youth work, education, community development or the voluntary sector who enjoys taking ownership, building relationships and helping projects grow.

Alongside your allocated area of responsibility, you will also have opportunities to support wider Brighter Futures Together projects and initiatives where your skills, interests and availability align. As a growing organisation, we encourage our team to contribute ideas, share learning and get involved in new opportunities that help improve outcomes for children, young people and families.

Key responsibilities – the things you will do

- Coordinate and deliver Q Hub activity within an allocated area of the project.
- Plan, coordinate and deliver engaging youth work sessions, informal education activities and community events.
- Develop and maintain a local programme of activities that reflects the interests, strengths and needs of LGBTQ+ young people.
- Coordinate the practical arrangements required for successful delivery, including planning, communication, venues, resources and staffing where appropriate.
- Build positive, trusting relationships with young people, recognising their individual needs and starting points.
- Ensure young people have meaningful opportunities to influence activities and shape the ongoing development of their local group.
- Develop relationships with schools, community organisations and local partners to promote Q Hub and increase participation.

- Identify opportunities to strengthen local engagement and contribute ideas to the wider development of Q Hub.
- Support, coordinate and, where appropriate, supervise volunteers and sessional staff involved in project delivery.
- Complete session records, monitoring and evaluation to demonstrate project impact.
- Work with the communications lead to help promote Q Hub activities and celebrate young people's achievements.
- Facilitate session debriefs and contribute to project meetings.
- Identify operational, safeguarding or delivery concerns and escalate appropriately to the Q Hub Project Lead.
- Comply with all organisational policies relating to safeguarding, health and safety, equality, confidentiality and data protection
- Support wider Brighter Futures Together projects and activities as opportunities arise and in line with your skills, experience and availability..

Person Specification – the skills, experience and knowledge you need

Essential

- Experience of working with young people and/or community groups.
- Experience of planning, coordinating and delivering activities, projects or services.
- Experience of supporting LGBTQ+ young people or a strong understanding of the experiences and challenges they may face through lived experience, volunteering, community involvement or professional practice.
- Experience of working within safeguarding procedures and maintaining appropriate professional boundaries.
- Ability to build positive relationships with young people, volunteers, families and partner organisations.
- Strong organisational, communication and interpersonal skills.
- Ability to work independently, take ownership of local delivery and contribute positively to a wider team.
- A positive, enthusiastic and solution-focused approach.
- Willingness to work flexibly across different locations and regular evenings.

Desirable

- Youth work qualification or willingness to work towards one.
- Experience of coordinating or supporting volunteers and sessional staff.
- Experience of community engagement, outreach or partnership working.
- Experience of project coordination or leading local activities.
- Full UK driving licence and access to a vehicle.

Other Requirements

Essential

- Ability to travel independently across Buckinghamshire, Slough and East Berkshire.
- Willingness to work across different Q Hub locations to support project delivery when required.
- Willingness to work regular evenings, including supporting youth groups including monthly Friday evening sessions.
- Flexibility to support occasional weekend events, outreach activities and community engagement opportunities.

What You Can Expect From Brighter Futures Together

You will be joining a supportive and passionate team committed to improving the lives of LGBTQ+ young people.

We offer:

- Full induction and safeguarding training.
- Regular supervision and support from the Q Hub Project Lead.
- Ongoing training and professional development opportunities.
- Support to work towards a recognised youth work qualification.
- Opportunities to take on increasing responsibility as the project grows.
- A welcoming, collaborative and supportive team culture.

Hours and Working Pattern

This is a flexible zero-hours role and hours will vary depending on project activity.

Hours may include:

- Planning and project coordination.
- Youth group delivery.
- Team meetings and supervision.
- Community engagement and outreach.
- Local networking.
- Events and trips.
- Training and professional development.

The role will normally involve **regular evening work**, including youth group delivery, with **occasional Friday evening sessions** supporting wider Q Hub activity.

There may be opportunities for additional hours as the project develops.

Holiday Entitlement

As this is a flexible zero-hours role, the hourly rate includes **statutory rolled-up holiday pay**, which will be clearly itemised on your payslip in accordance with current legislation.

How to apply

To apply, please complete our application form and return it, together with your supporting statement, to:

hello@brighterfuturestogether.org.uk

Your supporting statement is your opportunity to tell us why you're interested in the role and how your skills, experience and values match what we're looking for.

We recognise that people communicate in different ways and want our recruitment process to be as accessible and inclusive as possible. If completing a written supporting statement isn't the best way

for you to share your experience, we're happy to accept your application in another format, for example:

- A video (up to 5 minutes)
- An audio recording
- A presentation
- Another accessible format agreed with us

If you require any adjustments during the recruitment process or would like to discuss alternative ways of applying, please get in touch. We're always happy to help.

We know that great youth workers come from a wide range of backgrounds. If you're excited about this role but don't feel you meet every single criterion, we'd still encourage you to apply.

Applications will be reviewed on a rolling basis and we may close the vacancy early if sufficient suitable applications are received.

Recruitment Timeline

- **Application deadline: Tuesday 28 July 2026, 11:59pm**
- **Interviews: Monday 3 August 2026**, in person at **Marlow Youth & Community Centre**.

Please note that we may close the vacancy early if we receive a high number of suitable applications, so we encourage you to apply as soon as possible.

Thinking of Applying?

If you're considering applying but would like to find out a little more about the role or Brighter Futures Together first, we'd be delighted to have an informal chat.

Simply email hello@brighterfuturestogether.org.uk, and we'll arrange a convenient time to speak.

Additional information

There are checks that Brighter Futures Together must do by law before you can start this role:

- An Enhanced Disclosure and Barring Service (DBS) check with a Children's Barred List check. A DBS check gives us information about your criminal record.
- Obtain two references from people who can tell us what skills, knowledge and experience they think you can bring to the job.
- 'Right to work' to make ensure that you can legally work in the UK.