



Team Leader — Youth Work and Development

Job Information Pack

About Us

Perth Autism Support was founded in 2011 to address the gaps in support for autistic children, young people and their families across Perth & Kinross.

In 2026, we have over 1,400 families registered for services and support children, young people and families through the following service areas:

- Children's Services
- Transitions Services (encompassing three project areas – Engage, Enterprise and Employability)
- Family and Education Services (including our Early Years project and Autistic Adults Peer Support)

We are governed by a Board of Trustees (6) and we have a staff team of 36.

We are based in our centre in Perth City but work across the whole of the Perth & Kinross region.

For more information, visit www.perthautismsupport.org.uk



Team Leader – Youth Work and Development

Hours: 35 hours per week (Full Time)

As this is a Youth Work role, core hours will include evening and weekend work where required to meet the needs of the young people

Salary: £27,000 per annum

Location: Perth Autism Support, 14 New Row, Perth, PH1 5QA

Service: Young Adult Services – Engage Project

Reports to: Young Adult Services Manager

Direct Reports: 4 – 2 x Autism Co-ordinator, 3 x Autism Practitioners

Perth Autism Support Benefits

- + Workplace Pension
- + 28 days annual leave (including Christmas/New Year closedown), with additional days for continuous service
- + 1 extra annual leave day on employee's birthday if this falls on a usual working day
- + 1 extra annual leave day if the employee has a child/young person starting nursery/Primary 1/S1
- + Staff Health and Wellbeing Programme
- + Extensive learning and development opportunities for continuing professional development



Team Leader – Youth Work

Role Purpose:

We are looking for a highly motivated, empathetic Team Leader – Youth Work, to lead on the operational delivery of our Engage project within our wider Young Adult Services.

In this role, you will be central to the successful delivery of our youth work offer, supporting autistic young people aged 14+ years, and working closely as part of our overall Young Adult Services along with our Team Leader – Employability/Head of Centre and the Young Adult Services Manager.

Working with a range of stakeholders, you will be a passionate leader who can bring energy, enthusiasm, creativity and a neuro-affirmative, person-centred approach to deliver high quality services for our young people and their families.

As Team Leader – Youth Work, you will be an inspiring leader support your team on a day-to-day basis with all operational and staffing requirements.

You will be an ambassador for Perth Autism Support, building relationships across the community to further our vision to support autistic children and young people to reach their full potential.

Key Responsibilities

Leadership and Management

- Plan, manage and deliver high quality transition services for autistic young people aged 14+, working with budgets
- Provide day to day management for the Engage service team, including personal reviews, annual leave/sickness monitoring and creating rotas to support service delivery.
- Lead with energy and creativity and be a changemaker for development of the service
- Take a leadership role within the wider organisation
- Role model and work to organisational values at all times

Key Responsibilities

Engage Project

- Lead on the development and delivery of a portfolio of social opportunities and one to one support for autistic young people
- Lead the creation and development of engaging term time and holiday programmes
- Support all Child Protection policies within the organisation and train as a Child Protection Designated Officer
- Be aware of emerging themes from our young people to continuously develop the service offer in partnership with the Young Adult Services Manager
- Caseload management for one-to-one cases, including allocation and day to day support for key workers
- Develop communicative and trusting relationships with young people, families and other stakeholders
- Monitor outcomes and deliver on reporting requirements in partnership with the Young Adult Services Manager
- Create cases of support that are attractive and inspiring to funders
- Deliver consistent evaluation and consultation to ensure services meet the needs of our community
- Support delivery of Education Based Youth Support across Perth & Kinross

Key Responsibilities

Networking and Development

- Extensive networking across Perth & Kinross to develop close partner working relationships with a range of partners, employers, education, college and employability networks
- Attendance at local and national events relevant to the service

Administration and Reporting

- Ensure full compliance with all systems
- Ensuring all staffing administration including annual leave, sickness, rotas and personal reviews is completed in line with organisation policies and procedures
- Generate content for fundraising for digital platforms and Impact Story reporting for funders

Essential Skills and Experience

- Practical, demonstrable experience within a Youth Work role (minimum 2 years)
- Sound understanding of the needs of autistic young people aged 14+
- Understanding of the wider Youth Work landscape both locally and nationally
- Knowledge of SSSC and Care Inspectorate guidance
- Relevant Youth Work qualification (or working towards this)
- Evidence of ability to develop and maintain partnerships
- Excellent written communication skills
- Strong interpersonal skills
- Strong project/people management and organisational skills
- Evidence of experience in evaluation and reporting methods

Essential Competencies

- Understanding and commitment to the cause of Perth Autism Support
- Ability to work autonomously and be a confident decision maker
- Open and skilled communicator, with ability to provide first class stewardship to develop and maintain relationships both internally and externally
- Ability to manage a busy workload, demonstrating a solution focussed approach with good planning skills
- Driver with access to a car for work purposes

Application Process and Timeline

If you would like to apply for the position, you should send your most recent CV and covering letter to recruitment@perthautismsupport.org.uk for the attention of Angie Ferguson, Chief Executive.

We pride ourselves in supporting applicants who may be looking for non-traditional ways to apply for roles, so if you have alternative ways you would like to apply for the role, please do so, just make sure you demonstrate your relevant experience in line with the skills, experience and competencies listed above.

If you would like to have an informal chat about the role, please send your contact details and request to recruitment@perthautismsupport.org.uk or call Angie Ferguson, Chief Executive on 01738 451081.

Applications for the position will close on Friday 4th September 2026.

We expect first stage interviews to take place on **Wednesday 16th September 2026.**



Accessibility

We value the benefit diversity and inclusion brings and we welcome information on any reasonable adjustments we can make to ensure you can fully participate.

For example, this may include support to complete forms, extra time for an interview, access to this information in different formats, or information sheets detailing the interview/assessment process and general housekeeping.

Please contact recruitment@perthautismsupport.org.uk to discuss.

We are a Disability Confident Leader organisation.

This means that a disabled person who meets the essential criteria for this vacancy will be offered an interview. If you would like your application to be considered under the Disability Confident scheme, then please include in your email/written application –

‘My application should be considered under the Disability Confident scheme.’

If you are making an application via our standard application form, there is a section to highlight this, please ensure you tick this box.

NB: there may be occasions where it is not practicable or appropriate to interview all disabled people that meet the minimum criteria for the job. For example: in certain recruitment situations such as a high number of applications. In these instances, we may need to limit the overall number of interviews offered to both disabled people and non-disabled people. In these circumstances, we will select the disabled candidates who best meet the minimum criteria for the job, rather than all of those that meet the minimum criteria.

