

Job Role Description

We are looking for young people who want more out of life to join a team of like-minded young people, get paid, get motivated and build their confidence. You'll help to promote local brands and businesses to residents and shoppers on a variety of healthy, fun, and individually empowering job roles that can give you useful work skills and some importance within your community.

At JFK we are always looking for reliable and trustworthy individuals to join our team. Please read below to see if this role is suitable for you.

Leaflet distribution/canvassers: Recruiting NOW for Autumn start!

Are you located in Reading and are honest, friendly, fit and reliable? If you answered yes then you could be just what we are looking for.

We are looking for young people who'd like to work within two roles for 4 - 8 hours a week or more to join either our dynamic, exciting working concept designed for young people either as brand awareness reps who will be promoting the services and goods of local businesses at events, venues or business premises' or as distributors, distributing leaflets, brochures and magazines around your own and other residential areas within your town... like a paper-round.

Pay

Income will vary brand ambassadors get **£7.50ph** with distribution roles, it depends on the type of project and material being distributed, but on average our distributors earn their income based on every bundle (bundles - delivery requirement of 1000 leaflets - 6 to 7 hours work) they deliver to at a pro-rata pay-rate of **£38.00 per 1000 (£75.00 - £100.00 per 1000 brochures/magazines).**

Probationary Period

Initially, a member of our team will provide full induction training where our contract of part-time youth work and distributor requirements will be discussed. If we feel that you are a suitable 'fit' for our team you will then be offered the opportunity to undertake 2 paid trial rounds. Once you have completed the rounds successfully and to a satisfactory standard your work for future deliveries will be brought to your home (if legally acceptable and preferred) at a suitably agreed time as and when required and we will collect your GPS tracker to confirm all rounds have been conducted correctly and completed. If you are under the age of 14 we will require a parent or guardian to drop you off to the allocated meeting point on time.

If this sounds like you, here's what you have to do now and what will happen next.

- You are requested to fill in our application form online then email it back to us and no one else.
- Once received and reviewed we will arrange a meeting with you and your parent(s) at your residence or a location near by (drinks on us).
- We will discuss with you what is required for the role and how our system works.
- If we both wish to move forward you will be required to sign a contract.
- You will then be told when and where your delivery will take place and given a local map, relevant paperwork to complete and GPS tracker.
- On completion you will contact us and we will collect your paperwork and GPS tracker and inform you of the details for your next delivery.

Job Role Description (continued)

BRAND AMBASSADORS

You will be able to impress business owners and shoppers with your lively personality and charisma getting them involved in trying samples, fun activities or competitions to promote a wide variety of business services and products at events, in stores and shops.

Increasing audience engagement is important and face-to-face is the best way to engage a business's current and prospective customers. Offering gifts, samples or discounts at events is interactive, fun, and enables growth and awareness, it also puts you the ambassador in the picture and links you to something that people can feel good about.

Where applicable you will be given professional uniforms for work, this has many benefits and is a great option for boosting the businesses presence and brand, as well as promoting company loyalty and your teams' togetherness, it also gets rid of any dress-code dilemmas like what shall I wear for the event.

PAY:

The pay is **£7:50.00** per hour.

Team enthusiasts need to be:

- A friendly outgoing person with confident communication skills.
- Able to work primarily on weekends but not necessarily.
- Able to answer questions in a polite understandable manner.
- Confident in interacting with the public.

Training will be given for this role in the following areas, communication skills: listening, speaking and using gestures to communicate with. Basic numeracy and geographical understanding, getting operatives to know and understand their surroundings and how to confidently direct people.

Job roles can cover the following

- Giving out free samples of products.
- Distributing event brochures or programs to attendees.
- Giving information to event attendees on public services.
- Selling raffle tickets for prize draws to event attendees.
- Handing out/collecting feedback forms or goody bags at events.

Rewards:

- Competitive pay and opportunities to thrive and grow.
- The opportunity to work on a variety of exciting campaigns.
- Rewarding promotional work in busy and quiet times.
- Full product and skills training that will enable you to be the best you can be.
- Future career possibilities within JFK and some of the businesses we work with.

Brand Ambassadors:

All brand ambassadors will be required to undertake at minimum the probationary period and a leaflet distributor role for JFK unless they have previous experience at working within busy public places like fetes, fun days, festivals, etc. Age requirements are 15-16 years old unless supervised by an adult team leader and part of a group.

Leaflet/Brochure Distributors:

Our team will provide full induction training where your contract of work and distributor requirements will be discussed. If we feel that you are suitable 'fit' for our team you will then be offered the opportunity to undertake 2 paid trial rounds. Once you have completed the rounds successfully your work for future deliveries will be brought to your home (if legally acceptable and preferred) at a suitably agreed time as and when required and we will collect your GPS tracker and confirm all rounds have been conducted correctly.

We pay directly into your bank account on a Monday 7 days preceding your job completion.

Job Application Skills Test

To assess your basic knowledge and understanding of the terms and conditions for working with JFK (the do's and don'ts) we'd like all our operatives to take a short and simple test. It's quite straightforward and can be done on your phone and must be emailed straight to us with your application form. **Please fill in only one box per section.**

Q1. There is a small hedge connecting two houses, what do you do?

- ☐ Walk all the way around it
- ☐ Jump over it to save time

Q2. What should you do on rounds where you know of and regularly see elderly people?

- ☐ Nothing, continue delivering your brochures/leaflets someone else will look out for them
- ☐ Keep an eye on them and notify your supervisor if you don't see them and see paper/letter/leaflet build up

Q3. When is it wise to use a bike?

- ☐ On countryside (rural) routes with a lot of long driveways
- ☐ On all rounds a bike is faster than your feet

Q4. You have 200 brochures to cover 2 streets one street has 62 houses the other 102, how many brochures will you have left after distributing brochures to all the houses?

- ☐ 36
- ☐ 38

Q5. What should you do if you feel tired on your rounds?

- ☐ Tell your supervisor how you are feeling and take their advice
- ☐ Arrange to meet some friends to get the delivery done quicker

Q6. Which of the following is the correct action to take if you get lost on your route?

- ☐ Ask for help from the first person you see and tell them you are lost
- ☐ Ask for help from a grown-up with children or someone working at a nearby shop

If you have difficulty filling in this questionnaire ask an adult or an older person for some help. Ask them why they have picked the answers they have given so you understand the do's and don'ts

- ☐ By checking this box I confirm that I have had some help filling in this questionnaire.
- ☐ By checking this box I confirm that I have filled in this questionnaire on my own and I am aware I may be asked these questions when interviewed by a JFK senior staff member.

LAUNCHING THIS AUTUMN

Job Application Form

Please Note: Parents/guardians of children aged 13 should complete this form on behalf of their child. Children aged between 14 and 15 can complete the form on their own, although parental consent is still required prior to starting work or training. Please download and fill in this application and skills test form filling in any optional questions with an X then email **only** to community@bignoisemedia.co.uk from your own personal email account.

Participants Name:				Date of Birth:	
Gender:	Male:		Female:		
Address & Postcode:					
Contact no:			Email:		
Emergency Contact name & Relationship to you:				Emergency Contact Number:	
How did you hear about this job?					
Please list any medical conditions:					

How many hours in the past week did you spend doing physical activity outside? This may include sport, walking, cycling, swimming or active playing but not school based physical activity classes.

1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐

Do you have any previous experience in delivering newspapers, brand products, brochures or leaflets?

Yes ☐ No ☐ If yes please specify _____

If yes how many hours do you normally work within one week?

1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐

☐ **Please tick to confirm that you give consent for your child to undertake work with JFK.**

Name/Surname:

Signature:

Date: