# **Referral Order Panel Member Roles and Responsibilities**

**Title of Post**: Referral Order Panel Member – The Youth Offending Service

**Hours**: Panels are held on a Tuesday 5.30pm – 7.30pm. On average volunteers sit on one or two panels a month

## **General Duties and Responsibilities**

1. To take part in Referral Order panels which are held for young people age 10 to 17 years convicted of a criminal offence
2. To work with other Panel Members and the Youth Offending Service to devise individual and imaginative programmes of work to address young people’s offending behaviour.
3. To communicate the content of those contracts in writing to, and in terms easily understood by, young people, their parents and carers.
4. To communicate to young people the consequences of non-compliance with the contract agreed.
5. To subscribe to the principles of restorative justice and include in contracts ways that enable young people to make good the harm they have done.
6. To include the views of the victim of a young person’s offending when devising contracts.
7. To include young people in the formulation of the conditions of contracts.
8. To facilitate progress meetings. Recognising young peoples’ achievements and areas for further work.
9. To consider, when appropriate, whether young people should be returned to court for a formal review of their order.
10. To maintain confidentiality.
11. To maintain a non-judgmental approach and follow Anti-Discriminatory practices.
12. To attend support meetings, supervision and training sessions as required.
13. To facilitate ‘safeguarding issues’ with relevant YOT or EDT as required.

**Training**: You will be required to completed around 14 hours of training and be subject to a DBS check.