

Job Description **Playworker**

| | | | |
|---------------------|---|---------------------|---------------------------------|
| Reporting to | CYP Leaders CYP Co-ordinators CYP Managers | Service Area | Children and Young People (CYP) |
| Location | Redhill, Reigate, Merstham, Dorking | Contract | Full Time, Part Time, Casual |
| Salary Range | £7.55 per hour (under 18's) £12.60 per hour (over 18's) £13.09 per hour (Level 3 qualified) | | |

About us

YMCA East Surrey is a vibrant charity that has been actively supporting the local community since 1870. We help people to believe in themselves, support them to achieve their goals and inspire them to be the best they can be by providing services that focus on those who are vulnerable, have a disability or face disadvantage.

Our three core areas of work are:

- Children & Young People
- Housing
- Health & Wellbeing

Job Purpose

Our Playworkers deliver a programme of Ofsted registered after school and holiday clubs across multiple sites in East Surrey, providing children with enjoyable experiences which contribute to personal and social development.

Service Area

YMCA East Surrey's **Children and Young People** services seek to help all children and young people, whatever their background or circumstances, belong, contribute, and thrive. Our wide range of universal and targeted projects and activities aims to help create happy, healthy, and connected communities in East Surrey where children and young people can live life to the full.

Job Profile

Main responsibilities

1. To participate in the safe delivery of YMCA East Surrey Breakfast, After School and Holiday Clubs
2. For After School Club; to be responsible for collecting a group of children from their school and either walking or accompanying them on the minibus back to the site
3. Work closely with children (4 – 12yr olds) to deliver a range of social, recreational, informal learning and play based activities to meet the needs of young people
4. To work as part of a team of Children and Young People's playworkers and volunteers to ensure that the service provided is high quality and appropriate for the children and young people who attend
5. To build positive and professional relationships with children and young people
6. To ensure the Health and Safety of children and young people and colleagues, above all, ensuring that Safeguarding Children and Safeguarding Adults at Risk policies are adhered to

7. To supervise the activity environment to ensure physical and emotional/personal safety for all children and young people attending. This includes completing appropriate records of any accidents, injuries or safeguarding incidents that may occur, and any medication administered
8. To assist senior staff in the play setting to ensure its smooth and reliable operation including setting up and packing down sessions.
9. To contribute to the planning, organisation and delivery of activities, ensuring they are adapted where appropriate to be accessible to all children to the best of their abilities
10. To ensure that all children upon their arrival are welcomed and feel comfortable and valued enabling the development and improvement of self-esteem, self-confidence and positive experiences
11. To provide and supervise the provision of refreshments for the children/young people, recognising the principles of a balanced diet and the requirements of varied cultural and ethnic backgrounds and allergies and Food Safety principles
12. To ensure that all materials, equipment and service spaces are maintained, kept safe and stored appropriately in line with current procedures
13. Attend YMCA East Surrey staff meetings, training and staff development events, as appropriate, to ensure continuous professional competence and development
14. Undertake any other duties and responsibilities reasonably requested by senior staff

Person Specification

Knowledge & Experience

- The environment is often busy and noisy; you must be able to confidently cope in this challenging environment
- Experience of delivering activities for children and young people and positively managing behaviours in various situations
- Knowledge of good safeguarding procedures in relation to children and young people, and the ability to maintain effective professional boundaries
- Understanding of, and commitment to equality, diversity and inclusion
- To understand and be willing to deepen your knowledge of the importance and value of play-based learning and its impact on children's social, emotional and physical development.

Skills & Abilities

- Ability to always hold the well-being and positive development of children and young people as paramount
- Demonstrate a positive can-do attitude
- Ability to communicate clearly both verbally and in writing for appropriate recording processes
- Ability to build and maintain strong relationships with all stakeholders
- Ability to work autonomously, using own initiative, as well as being part of a team

Qualifications & Training

- Educated to GCSE/NVQ Level 2 in relevant subjects, or equivalent through relevant CPD training/experience relating to working with children and/or young people
- **Desirable:** Experience of working with children or young people in the field of play
- **Desirable:** Playworker qualification or similar
- **Desirable:** First Aid Certificate

Employee Declaration

I confirm that I have read, understood and agree to the expectations outlined in this job description

Name:

Date:

Signed: