

MARBLE HILL PLAYCENTRES

JOB DESCRIPTION

Job Title: After School Club Playworker

Location: Adventure Playground

Reports to: Senior Playworker

Job Purpose:

1. To provide a programme of play which offers children and young people a wide range of physical and creative activities that are designed to encourage their all round social, emotional, physical, intellectual, imaginative and spiritual development.
 2. To ensure that the Playcentres provides opportunities for risk and challenge whilst maintaining the health and safety of users at all times.
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Principal duties and responsibilities:

1. Playground Programme

- 1.1 To encourage inclusive adventurous and risky play within the site, promoting the Play Types and Playwork Principles.
- 1.2 To provide opportunities for educational, social, emotional and physical development of participants through a wide range of play activities, opportunities and events.
- 1.3 To become familiar with the special needs and interests of individuals and groups and endeavour to deal sensitively with these in the context of equal opportunity.
- 1.4 To be responsible for the general safety and well being of children being supervised.

2. Health & Safety, Play Building and Site

- 2.1 To ensure the appropriate use and safe keeping of all equipment, materials and furniture belonging to the Adventure Playground/One O'Clock Club.
- 2.2 To ensure the site and building, in particular the domestic facilities are kept clean, tidy and hygienic.
- 2.3 To set up the play environment prior to each session.
- 2.4 To assist senior playworker in undertaking and maintaining health and safety risk assessments.
- 2.5 To comply with MHPC Health and Safety Policy.

3. Administration

- 3.1 To assist in the administration of the Child Registration system, outing forms, accident / incident forms and signing in sheets.
- 3.2 To provide information to appropriate groups and individuals.

3.3 To collect fees and other monies in accordance with Marble Hill Playcentres financial regulations.

4. Staff Team Operation

4.1 To participate in regular staff meetings both in and out of work hours.

4.2 To support the work of other staff and volunteers.

5. Additional Duties

5.1 Any other duties relating to the Marble Hill Playcentres that may be required from time to time by the Senior Playworker.

5.2 To carry out the responsibilities of the post having regard to the Playcentres' Equality and Diversity, Customer Care and Health & Safety Policies.

5.3 To attend training courses outside normal working hours when required.

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PERSON SPECIFICATION

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| Job Title: | After School Club Playworker |
| Location: | Adventure Playground |
| Job Time: | Part time, fixed term 6 month contract – Term times only |
| Hours: | 16 hours per week, Tuesday – Friday 15:00-19:00 |
| Pay: | £7.50-£8.50 per hour dependent on qualifications and experience |

Criteria:

Essential criteria:

Experience and qualifications

- Experience of working in a play / children's facility.

Knowledge

- An understanding of the Playwork Principles and their application in a setting such as Marble Hill Playcentres.
- A knowledge of safeguarding and willingness to undergo further training

Skills, abilities

- The ability to create a playful supportive atmosphere for children, young people and families
- Ability to communicate effectively with a range of stakeholders using excellent verbal, written and electronic skills
- Good observational skills and the ability to judge if and how to intervene in children's play.

Personal qualities

- Enthusiasm
- Flexibility and the willingness to engage in a large team of playworkers

Desirable criteria

- A relevant qualification in playwork or early years
- A first aid qualification
- Skills in sports, arts, crafts or carpentry