Northumberland County Council

**JOB DESCRIPTION**

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| **Post Title:** Play Worker | | **Director/Service/Sector:** Children’s Services Group  Education Service | | **Office Use** |
| **Grade:** Band 3 | | **Workplace:** Northumberland | | JE ref: 720  HRMS ref: |
| **Responsible to:** Community Play Officer | | **Date:** April 2013 | **Manager Level:** |
| **Job Purpose:**   * To assist in the delivery of a quality, co-ordinated play service * To operate across a variety of venues, consulting and supporting children and young people and engaging with parents/carers. * To promote effective relationships with customers, both internal and external * To assist the Community Play officer in promoting the benefits of play | | | | |
| **Resources** | Staff | Nil | | |
| Finance | | Nil | | |
| Physical | | Regular travel to a range of settings  Responsibility for handling and transporting resources to deliver play sessions across the county | | |
| Clients | | Children and young people engaged in play activities delivered by Play Team and school staff and others who have commissioned Play Team’s Services | | |
| **Duties and key result areas:**   1. Provide and promote inclusive play opportunities for children and young people, 2. To consult with children and young people on play opportunities they would like to develop 3. Undertaking small scale satisfaction surveys relating to the service. 4. To provide structured and open play sessions in a variety of settings. 5. To enable children and young people to develop and organise new projects and events 6. To work in close partnership with schools, clubs and other community organisations providing children’s services 7. Participating in play education and events 8. To work with play volunteers, carers and play provision partners 9. To attend play team meetings as required.   The duties and responsibilities highlighted in this Job Description are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and extent of the post and the grade has been established on this basis. | | | | |
| **Work Arrangements** | | | | |
| Transport requirements: | | The work involves the need to visit settings, schools and other venues throughout the county on a regular and routine basis. | | |
| Working patterns: | | Working on a rota basis, weekend, evening and bank holiday when required | | |
| Working conditions: | | Majority of time spent outdoors and periods of office time to complete paperwork including data collection and evaluations | | |

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**PERSON SPECIFICATION**

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| **Post Title:**  Play Worker | | **Director/Service/Sector:** Children’s Services Group ,  Education Service | Ref: 720 | |
| **Essential** | | **Desirable** | **Assess by** | |
| **Knowledge and Qualifications** | | | | |
| * Youth or playwork qualification (min NVQ level 2) or equivalent. * Knowledge of the importance of play for all children and young people * Knowledge of safeguarding procedures (both national and in relation to the Northumberland LSCB) | * First Aid qualification | | | a |
| **Experience** | | | | |
| * Experience of working with a wide range of children and young people in community based / youth work or playwork settings – voluntary or paid. * An understanding of the principles of play and the role of adults. * An awareness of child development, and children’s rights. * A basic knowledge of the Children’s Act 2004 and other relevant legislation * Experience of working with community members * Experience of group work * Awareness of the importance of working in an anti-discriminatory framework. * Excellent communication skills with children, young people and adults. * Ability to work in partnership with community groups and other agencies * Good self-management and an ability to work using own initiative * The ability to work within a small team | * Awareness of National Play Policy * Knowledge of the care standards to inform good practice * Knowledge of the local area * Experience of consultation with children and young people * Experience of working with children and young people with additional needs * Knowledge and understanding of environmental issues * Ability to advocate children’s rights and promote participation in decision making. | | | a, I, r |
| **Skills and competencies** | | | | |
| * Adaptable to varies workload * Flexible approach to working hours * Initiative and ability to manage your own workload * Excellent interpersonal skills and ability to relate well with children and young people * Dependable, reliable and keeps good time * Pro-active approach to work * Ability to keep simple records |  | | | a, I, r |
| **Physical, mental and emotional demands** | | | | |
| * Willingness to work in all weathers * Good physical health |  | | | a, I, r |
| **Other** | | | | |
| * Ability to meet the transport requirements of the job. * A willingness to wear the agreed Community Play Ranger clothing * The duties will involve regular, seasonal weekend and evening work. * This post is subject to a satisfactory disclosure through the Criminal Records Bureau |  | | | a, I, r |

Key to assessment methods; (a) application form, (i) interview, (r) references, (t) ability tests (q) personality questionnaire (g) assessed group work, (p) presentation, (o) others e.g. case studies/visits