



**Job Title:** Playworker

**Job Purpose:** To enable children to engage in a range of play opportunities and to participate in the day to day running of the scheme

**Salary:** £6.55 - £8.50 per hour (depending on age and experience)

**Contract:** Zero Hours contract

**Location:** Brently & Henbury Children's Centres

**Reporting to:** Playleader, Senior Leadership Team

**Responsible for:** Children

**Hours of work:** This post is during the school holidays

**Key responsibilities of the role include:**

To enable children to engage in a range of play opportunities allowing for safe risks and challenges

**Duties and responsibilities include, but are not confined to the following:**

**1. Children**

To develop and maintain positive relationships with children, families and other team members.

To maintain children's safety and wellbeing at all times during attendance at the play setting and on trips.

To take any action required to ensure the safety and welfare of children and to report any concern immediately to the Playleader

To assist the Playleader with ensuring that the play environment, including equipment and resources, is prepared and ready for the arrival of children.

To support individual children and assess their development through play.

To use observation and reflective practice to contribute to planning and evaluation in the setting.

To support and develop a play environment which is inclusive for all and recognises and encourages diversity.

To keep records as required, e.g. accident/incident forms, learning diaries and observations.

To undertake any other duties as reasonably directed by the Playleader or Senior Leadership Team

## **2. Children Centre responsibilities**

Work as a member of the team while accepting the individual responsibilities of the post.

Undertake training and regular appraisals as part of your personal and professional development.

Monitor the conditions of the toys and equipment in terms of health and safety and report any concerns immediately.

To work within agreed policies and procedures at all times.

Serve meals and prepare snacks for the children, supervise mealtimes and clear away afterwards ensuring children are eating and drinking adequately.

Undertake any other duties required in keeping with the aims of this post.

The post holder must all times carry out these duties and responsibilities with due regard to the Centre's Equal Opportunities Policy.

### **Individual Specification**

#### **Essential**

1. Flexibility to undertake essential training
2. Experience of working with 4-12 year olds
3. Experience of providing play opportunities for children in a play setting
4. Ability to implement policies and procedures
5. Sufficient understanding and use of English
6. Ability to work as a team member but also manage and organise own workload
7. Ability to plan, provide and evaluate a wide range of play opportunities which meet children's individual needs
8. Ability to complete basic administrative tasks
9. Ability to be a reflective practitioner in order to develop your practice
10. Ability to communicate effectively with all children, staff and families
11. Ability to support and develop a play environment which is inclusive for all and encourages diversity

#### **Desirable**

1. A level 2 playwork or childcare qualification
2. A paediatric first aid certificate
3. Knowledge of Ofsted requirements and the EYFS
4. Art/craft/games/sports skills
5. ICT skills
6. Understanding of the play process and how to support children in their play
7. Knowledge of the playwork principles

## **Application information**

Completed application forms must be received by: 12pm Wednesday 21<sup>st</sup> September 2016

Email documents to: [admin@bhchildrenscentre.org.uk](mailto:admin@bhchildrenscentre.org.uk)

Interviews to take place: 28<sup>th</sup> September 2016

Ideal Start date: 24<sup>th</sup> October 2016

BHCC is an equal opportunities employer. We welcome applications from people of all backgrounds including ex-offenders. We can only accept applications from candidates who have the right to work in the UK.

## **Completing your application**

Candidates are asked to complete all the standard information required on the application form, addressing all of the criteria identified at application stage.

## **Selection procedure**

The selection will be by a panel of the Senior Leadership Team. Candidates will be notified immediately after shortlisting has taken place.

The selection process will take place on 30<sup>th</sup> September. Shortlisted candidates will be given more details.

## **References**

Two references will be required in all cases, both being professional and one being from your current employer. In accordance with Safer Recruitment references will be requested immediately after shortlisting. The offer of employment will be subject to BHCC receiving two satisfactory professional references and an enhanced DBS check.