

JOB DESCRIPTION

Job Title:	CamPlay Play Worker
Section:	CamPlay
Directorate:	People and Communities
Reports to:	CamPlay Co-ordinator / Assistant Co-ordinator
Location:	Countywide
Hours:	Relief
Job Purpose:	To support families by delivering club activities to children with physical and learning disabilities. To provide short breaks through group activities. To do this within the frameworks, policies and procedures set out by the service and Ofsted.

Principal Accountabilities

1. To perform specific tasks agreed and delegated by the service, CamPlay Co-ordinator, Assistant Co-ordinator, Club Leader or Play Leader within the club and local community in order to promote and enhance the quality of life for disabled children and their families through group activities to include:
 - Assist with planning of sessions and activities to promote independence, autonomy and social skills of disabled children and young people attending the group.
 - Assist with the running of club sessions following session plans to ensure a good balance of activities to sustain children and young peoples attention and development.
 - To develop positive relationships with disabled children and young people attending the club to ensure their full participation.
 - Assist with aspects of personal care, including moving and positioning and ensuring dignity and privacy are maintained at all times. Recognise early signs relating to health and safeguarding issues and to alert the Club Leader, Play Leader, Co-ordinator or Assistant Co-ordinator accordingly. Have an understanding of the importance of risk assessment and the ability to ensure that a care plan is followed appropriately.

(80%)

2. Monitor the overall situation relating to the child/young person and alert the Line Manager to any issues relating to the welfare of the child, parent/carer and/or staff. Undertake administration of prescribed medication and treatments as delegated by the Club Leader or Play Leader. Ensure sessional reports and all other relevant paperwork is completed as required to ensure correct information is communicated. Attendance at reviews, case conferences and courts and preparation of reports for these to be completed as required. [5%]
3. Liase with families as required to ensure open communication to promote the well-being of disabled children and young people attending the club and to inform parents/carers and the CamPlay Play Leader/Co-ordinator of any change in circumstances. [5%]
4. Prepare for, attend and participate in group meetings, group supervision, individual supervision and training sessions. Support the culture of continuous improvement and personal development. [5%]
5. Respond appropriately to emergencies following detailed procedures laid down by the Service and carry out other duties as from time to time deemed appropriate to the post to ensure the smooth running of the service. [5%]

PERSON SPECIFICATION

Job Title: CamPlay Play Worker

Section: CamPlay

Directorate: People and Communities

Grade: Scale 3

The following criteria are appropriate for this post. You must meet the essential criteria in order to be short-listed for the post and it would be advantageous for you to meet the desirable criteria.

Education, Qualifications & Training

Essential

Level 2 qualification – successful applicants will be expected to have or be prepared to work towards a Level 2 qualification in Childcare/Playwork/Early Years or equivalent

Desirable

1. Child care related training
2. Current First Aid Certificate
3. Moving & Positioning training

Knowledge & Experience

Essential

1. Knowledge and experience of children at play
2. Relevant experience working with children, young people or adults with a disability (professionally or at home)
3. Knowledge of child development (physical, emotional and intellectual)
4. Knowledge of Child Protection principles and experience of implementing safeguarding procedures
5. Knowledge and experience of Health & Safety guidelines

Desirable

1. Knowledge of group work techniques
2. Knowledge of Ofsted National Standards

Skills & Abilities

Essential

1. Proven ability to use own initiative
2. Good interpersonal skills and the ability to work in an anti-discriminatory way
3. Proven ability to relate sensitively to a wide range of children and families
4. Proven ability to work independently in isolated conditions, as well as in a team
5. Effective planning, organisational, and time keeping skills
6. Effective listening, and communication skills (verbal and written)

7. Proven ability to identify and monitor Health and Safety issues and take corrective action
8. Remain calm in an emergency
9. Work within set guidelines and take instruction and be respectful of confidentiality

Desirable

1. Able to identify opportunities and contribute new ideas to enhance the service

Circumstances

Essential

1. Appropriate geographical location/Ability to travel
2. Able to work flexible/unsocial hours (including evenings and weekends).

Cambridgeshire Behaviours (Scale 3)

ESSENTIAL:

Working together

- I liaise with colleagues and customers
- I carry out my work to standards agreed with my line manager and outlined in my job description

Integrity

- I set out clear expectations about what I can deliver
- I communicate outcomes effectively

Respect for others and public resources

- I act in a considerate way towards colleagues, customers
- I act and respond sensitively when using and working with our resources

Excellence

- I consistently meet my objectives
- I can identify and deliver excellent practice in my work