

JOB DESCRIPTION FOR PLAYWORKER

Post Title: Playworker / Relief Playworker
Rate of Pay: On completion of probationary period
£5.75 per hour (qualified)
£5.15 per hour (unqualified – and payment for relevant training to lead to qualified status).
£4.70 per hour (under 18 years of age)
Hours: **Term Time: up to 22.5 hours per week** *Split shifts*
7.45 – 9.15 am Before School
3.00 – 6.00 pm After School
School Holidays: up to 40 hours per week
On rota to cover full day service between 7.45 am and 6.00 pm

Relief positions also available working as and when required

Job Purpose:

Working under the general direction of the Manager and Senior Playworker to assist in the service delivery of The Fun Zone, Out of School club and Holiday Playscheme.

Major tasks:

1. Planning and organisation of a range of stimulating and developmental activities
2. Supervision, safety and welfare of children
3. Communication and liaison with staff and customers
4. Active participation in training and development
5. Health and Safety and Other areas

Job Activities:

- 1.1 Under the general direction of the Manager or Senior Playworker, works within a team environment to organise facilitate and lead a range of play based activities which include sports, arts and crafts, games, drama, dance, multi-media and adapted activities.
- 1.2 Under the general direction of the Manager or Senior Playworker, responsible for planning and organising all play activities in accordance with National Standards relating to session planning and delivery.
- 1.3 Under the general direction of the Manager or Senior Playworker, ensures that equipment is properly maintained and fit for children and staff, prepares activity areas for children and staff, transports and erects equipment during activity changes.
- 1.4 Under the general direction of the Manager or Senior Playworker, responsible for delivering play activities within The Fun Zone's operational procedures and policies with particular reference to customer care, health and safety.
- 2.1 Whilst on duty assumes responsibility for the safety and welfare of children under his/her supervision.
- 2.2 Under the general direction of the Manager or Senior Playworker, ensures that the activity areas are maintained to a safe level and in accordance with The Fun Zone's procedures and policies.
- 3.1 Liaises with colleagues, Senior Playworker, the Manager, other internal and external relationships on day to day operational matters and refers any difficult position to the Senior Playworker or Manager for advice and assistance.
- 3.2 Under the general direction of the Manager or Senior Playworker, liaises with parents and carers on day to day information related to activities and customers generally on matters related to service delivery.
- 3.3 Works closely with colleagues on matters related to the day to day delivery of the service

- 4.1 Participates in training and development programmes both external and internal. Shares information gained at external events with colleagues and promotes development of the whole staff team.
- 4.2 Actively engages with the Staff Supervision Policy.
- 1.1 Under the general direction of the Manager or Senior playworker, takes responsibility for the unlocking and locking of premises in accordance with The Fun Zone's procedures and Policies and host school's procedures.
- 1.2 Under the general direction of the Manager or Senior Playworker contributes to the set up of activities at the beginning of sessions and clean down at the end of sessions.
- 1.3 Under the general direction of the Manager or Senior Playworker, contributes to the provision of nutritional meals for children and contributes to menu planning.
- 1.4 Follows The Fun Zone's procedures and policies on receiving visitors in line with Ofsted National Standards
- 6.1 Any other duties as reasonably directed by the Manager or any member of the management team.

PERSON SPECIFICATION: PLAYWORKER.

Essential:

Ability to communicate with children
Good general communication skills
Leadership and motivational ability
Ability to act on own initiative
Commitment to Equality of Opportunity and Diversity
Ability to prioritise and make decisions
Ability to respond to change positively
Commitment to personal and organisational development
Commitment to the development of play opportunities for children of all abilities

(Qualified Status only)

NVQ level 2 in Childcare, Playwork or equivalent

Desirable:

First Aid at Work qualification
Food Hygiene qualification/training
Previous experience in a Playwork setting
Ability to recognise and manage stress

IF, HAVING READ THIS JOB DESCRIPTION, YOU FEEL THAT YOU MIGHT BE
SUITABLE PLEASE SEND A COPY OF YOUR CV TO VIA EMAIL TO
enquiries@thefunzone.co.uk

OR POST TO
THE FUN ZONE
29 NORTHWOOD FALLS
WOODLESFORD
LEEDS
LS26 8PD