

Job Description

Job Title: **Casual Playworker – Short Breaks**

Reports to: Project Co-ordinator or in their absence MASKK Person In Charge.

Working Relationships: Children and their parents/carers who use the club.
Club management committee.
Staff team including casual staff and volunteers
Relevant individuals and organisations, including SNIPS and which may include schools, childcare and play related organisations, registering authorities, funders.

Job Summary: To work as part of a team to deliver a service that is a fun and safe play environment providing additional support for children with extra requirements and disabilities, including 1:1 work where needed and assisting children with their individual needs.

Principal Duties:

1. Assist the Co-ordinator to provide a safe and caring environment, including assisting with planning and preparation, set up and tidy up.
2. To join in with games and other play activities, encouraging the children that find it hard and assisting those with barriers.
3. Take children to outdoor activities as planned.
3. Ensure that refreshments are provided and meet the required standards of hygiene, health and safety.
4. Consult with children and involve them in the planning of activities and refreshments, paying attention to any individual needs of children.
5. Contribute to carrying out administration and financial procedures, record keeping, ordering and purchasing in accordance with club systems.
6. Administer first aid as appropriate.
7. Encourage parental involvement and support for the club.
8. Contribute to good communication with all members of the organisation and with the wider community including parents, SNIPS, schools, and childcare and play related agencies.
9. Undertake training which may be required by the registering authority and to contribute to professional development.
10. Monitor and maintain a healthy, safe and secure working environment including cleaning duties as needed.
11. Carry out all responsibilities and activities within an equal opportunities framework.
12. Support children with personal care in an appropriate and understanding manner.
13. Promote positive behavior at all times.
14. Work within agreed policies.