



## **Include Me 2 Club SCIO (SC047911)**

Sessional Worker - Job Description  
Children's Play Worker/Play Ranger/Youth Work/Hub Club

**Managed By:** Children's Play Worker/Youth Worker/Hub Club Co-ordinator (as appropriate)  
**Job Title:** Sessional Worker  
**Salary:** £9.50 p/h  
**Hours:** Sessional Role

### **Main Function:**

To engage, inspire and empower children, young people, adults and families with additional support needs and disabilities including physical, learning and mental health conditions from birth or acquired throughout their lives.

We believe passionately about inclusion, in everyday opportunities and activities that bring our members into their communities and their communities where they live into their lives. We do this by being member-led, person-centred, outcome-focused, asset-based and community-based.

### **Roles:**

#### **Sessional Children's Workers –**

Will bring play to the heart of the community, encouraging, supporting and motivating children and young people with additional support needs and disabilities to participate in free play activities and enjoy the outdoors. To provide an inclusive service so that children will have fun, stay safe, be inspired, make friends, learn, contribute to and provide them with life skills socially and individually. To assist the volunteer team to organise, deliver and facilitate such stimulating and innovative free play.

#### **Sessional Youth Workers -**

Will bring youth work to the heart of the community, encouraging, supporting and motivating young people with additional support needs and disabilities to participate in youth work activities, programmes, events, opportunities and enjoy the outdoors. To provide an inclusive service so that young people will have fun, stay safe, be inspired, make friends, learn, contribute to and provide them with life skills socially and individually. Building young people's skills, confidence, build capacity the capacity for young people to be involved in the design of their programmes, activities and services. To assist the volunteer team to organise, deliver and facilitate such stimulating and innovative youth work experiences.

#### **Sessional Hub Club Facilitators –**

Will bring a range of skills, knowledge and experiences to support young adults and adults involved in our daytime Hub Club Service. You will assist the members to learn new skills, take part in activities, programmes and events. Help them meet new people, establish connections within their communities, achieving personal goals and outcomes. Having an interest base or skill/knowledge base in areas such as arts, crafts, drama, dance, sports, fitness, awards would be complimentary to your ability to support our members to achieve through their Hub Club experiences.

### **Duties:**

- Provide Activities, Programmes and Service opportunities all year round (on and off site)
- Facilitate freely chosen and self-directed activities and opportunities
- Encourage participants to help plan and choose the kinds of activities that they would like to do enabling them to experiment and learn about themselves and the world around them while allowing them to experiment and take risks within the safety of the project

- Supervise participants at all times making sure that safety procedures are followed conforming to the project's Child/Adult Protection and Health & Safety policies and other relevant policies and complete any appropriate reports e.g. accident / incident forms
- Encourage positive behaviours and deal with any challenging behaviour in accordance with the projects policies and procedures.
- Ensure non-discriminatory practices at all times – in line with the Equal Opportunities policy
- Preparation and clearing up of activities/areas
- Contribute to joint working and partnership working ensuring positive relationships with all concerned.
- To liaise with parents, carers, professionals and partnership agencies

**Health & Safety:**

- Ensuring that all areas/equipment used is free from hazard/danger
- Reporting/removing any items considered dangerous
- Ensuring all reasonable precautions are taken with regard to the children's and your own Health and Safety, on indoor/outdoor activities and games.
- Understand and implement Dynamic Risk Benefit assessments

**Administration/Procedures:**

- Ensure familiarity and adherence to organisation's procedures/policies
- Support evaluation of the service by maintaining register of attendance, consent and evaluation records (observations, images, questionnaires, videos as appropriate)
- Noting and acting with regard to special health or dietary needs of children, young people or adults on register
- Attendance at staff meetings and training sessions as required
- Keeping a log of, and reporting any issues on sessions to your line manager
- Other duties associated with the charity, service, programme or event as required
- If appropriate for your organisation maintain a register



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Sessional Workers - Person Specification

	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Children Role - Play Work qualification – e.g. SVQ Level 2/3 in Playwork</li> <li>• Youth Role - Youth Work qualification – e.g. PDA, SVQ or HND/HND in Communities or Youth Work</li> <li>• Hub Club Role - Social Care qualification – e.g. PDA, SVQ Level 2/3, HNC/HND in Social Care</li> </ul>	<ul style="list-style-type: none"> <li>• basic first aid</li> <li>• food hygiene [training can be arranged]</li> <li>• Outdoor or Forrest School training/qualifications</li> </ul>
<b>Knowledge or Experience</b>	<ul style="list-style-type: none"> <li>• Extensive experience of working with a wide range of children, young people and adults (as appropriate for role).</li> <li>• An understanding of the principles of play, youth work or support work (as appropriate for role)</li> <li>• Awareness of Child Protection guidelines and relevant legislation</li> <li>• Awareness of the needs of children, young people and adults with additional support needs and disabilities</li> <li>• Excellent communication skills with children and adults</li> <li>• Ability to work in partnership</li> <li>• Good team worker and able to use own initiative</li> <li>• Awareness of dynamic risk benefit assessments</li> <li>• Computing/IT skills and social media</li> <li>• Be able to work within the ethos of the organisation</li> </ul>	<ul style="list-style-type: none"> <li>• Be in possession of a driving license</li> <li>• Understanding of monitoring and evaluation techniques</li> <li>• Experience of working with children, young people or adults with disabilities</li> <li>• Knowledge of local area</li> <li>• Experience of consultation techniques with children</li> <li>• Ability to advocate for children’s rights and promote participation in decision making.</li> </ul>
<b>Personal Skills</b>	<ul style="list-style-type: none"> <li>• Adaptable to varied workload</li> <li>• Flexible approach to working hours</li> <li>• Willingness to work in all weathers and seasons</li> <li>• Good physical health</li> <li>• Be patient, tolerant and able to work in a team</li> <li>• Be organised and efficient as well as flexible in his/her approach</li> <li>• Be able to work within the ethos of the employing organisation</li> <li>• Have a can do attitude</li> <li>• Be full of fun and sparkle</li> </ul>	