

We are delighted to advertise this exciting and creative post of Playbox Development Worker. We are looking for person who is passionate about community change and passionate about play to join our LS14 Trust team, initially over a 12 month period, as part of a Children in Need funded project.

If you think this post is for you please send your CV and a covering letter outlining what you could bring to the role to :

LS14 Trust,
45 Ramshead Hill

Seacroft

LS141BN

Or email howard@ls14trust.org

Closing dates for applications Tuesday 24th March with interviews taking place on Wednesday 1st April.

For more information please don't hesitate to contact Howard at LS14 Trust by email Howard@ls14trust.org or on the phone 07861622940.

Job Description

JOB TITLE

Playbox Development Worker 18 hrs per week.
NJC Scale 5 point 22
£21,420 pro rata

All about Playbox:

Playbox is a robust, secure, repurposed Shipping Container which allows for communities, residents and neighbours to develop their own solutions to shared public space. It's a place to gather, to create, to make, to develop confidence and capacity in citizen led action.

Playbox is a nurturing space for children, their hopes and ideas. It's fun, it brings people out of their houses and into a space where children and families can shape their future, and make their environment more attractive together.

MAIN PURPOSE AND SCOPE OF THE JOB

Working with local children, young people and the wider LS14 Trust team, the Playbox Development worker will oversee an ongoing Playbox project in Rein Park, Seacroft. The main role is to lead a child led project that continues to bring the community together to re-engage with what was an intimidating, under resourced and under-used park and is being transformed into a vibrant positive space for all children within the community.

Each week the Playbox Development Worker will coordinate up to 4 play sessions involving a range of creative play, team games and other activities all planned in partnership with local children and young people with support from trained local volunteers.

POSITION IN ORGANISATION

Reports To: Community Development Manager
Responsible For: Team of local volunteers (to be recruited)
Budget Responsibilities: Work with Children and Families Development Manager to allocate budget for project resources.

DUTIES AND KEY RESPONSIBILITIES

1. Lead in the preparation and delivery of Rein Park Playbox play activities for children and young people, including children with additional support needs, including free play activities, games, arts and crafts.
2. Encourage and support children to help plan and choose the activities they would like to do, enable them to experiment and learn about themselves and the world around them. Activities will enable children to be challenged and take acceptable risks.
3. Build relationships with children, young people and their parents and carers.
4. Recruit and develop a team of local volunteers.
5. Encourage positive behaviour in children and young people, dealing with challenging behaviour in accordance with relevant policies and procedures.

6. Source appropriate materials/equipment for play activities, ensuring that budgets are adhered to in consultation with the Children and Families Development Manager.
7. Maintain appropriate records of progress, contributing to the production of ongoing reports.
8. Lead monitoring, evaluation and reporting with a focus on improving outcomes for children and continuous service improvement.
9. Attend other meetings as appropriate and work collaboratively with colleagues, partner organisations and community to develop the project
10. Develop strong working partnerships ensuring positive relationships with all concerned.
11. Collaborate with local community groups, schools and any other relevant groups where play sessions are organised and delivered.
12. Attend appropriate training, events, conferences and networking opportunities to allow the development play practice within the organisation
13. Attend team meetings as appropriate to maintain good communications within the service and help to develop service aims.
14. Provide appropriate support and guidance for volunteers.
15. Work closely with Children and Families Development Manager in prioritising tasks, making decisions and exercising judgement to ensure delivery of agreed targets
16. Be aware of local challenges and barriers to play, for example inclement weather, unsafe/unattractive play spaces.
17. Set up and pack down Playbox and equipment required for the sessions, prior to the arrival and following participants' departure observing all Health and Safety requirements.
18. Undertake regular checks of all equipment for suitability, prior to and after each session and report any faults or a shortage in equipment, ensuring appropriate documentation is completed.
19. Ensure all participants are registered through the agreed procedures.
20. Maintain and update accurate on-site records of all participants.
21. Ensure necessary safety procedures are followed including Child Protection, Health and Safety and other relevant policies; complete appropriate reports, e.g. accident/incident forms.
22. Observe and enforce all Health and Safety requirements within the play sessions ensuring all staff provide a safe and comfortable environment for participants.

23. In the event of accidents to participants or any member of the public or staff member in attendance at an organised session, undertake First Aid duties, dependent on qualification held.

24. Supervise the general behaviour of participants.

OTHER DUTIES

1. Observe all policies and procedures of LS14 Trust including Safeguarding and equal opportunities.
2. This job description is a broad picture of the post at the date of preparation. It is not an exhaustive list of all possible duties and it is recognised that jobs change and evolve over time.

LS14 TRUST PERSON SPECIFICATION

POST: PLAYBOX DEVELOPMENT WORKER 18 hrs per week.

CRITERIA	ESSENTIAL	DESIRABLE
Qualifications		<p>One of the following: Level 1 Sports Coaching qualification or a relevant level 2 play work qualification or equivalent</p> <p>First Aid qualification</p>
Experience	<p>At least one years experience of working with children/young people</p> <p>Experience of working with disadvantaged groups/organisations from a variety of backgrounds</p> <p>Experience of planning, developing and delivering play/physical activity programmes to children in community setting.</p> <p>Experience Providing play opportunities, including outdoor play activities</p> <p>Experience Supporting children and young people to choose and design their own activities and to plan ahead</p> <p>Working with groups and communities</p>	<p>Experience of leading a team of volunteers</p> <p>Experience of working in partnership with other professionals/organisations</p>

<p>Specialist Knowledge/ Skills</p>	<p>Must demonstrate clear understanding of social education as a response to the needs of young people, and an understanding of the value of play in children's development</p> <p>Ability to develop and manage play opportunities and play provisions that meet a range of needs, in various settings for 0-16 year olds</p> <p>Organisation/leadership skills</p> <p>Communication skills both verbal and written including report writing</p> <p>Accurate recording skills</p> <p>Problem solving skills</p> <p>Practical skills – e.g. den building, tree climbing, arts and crafts</p> <p>Ability to work on own initiative, prioritise and to work as part of a team</p> <p>Ability to assess, analyse and act on information</p> <p>Ability to use information technology including communications and office applications</p> <p>Develop and maintain appropriate relationships, with colleagues and other partner agencies</p> <p>Excellent organisational and planning skills</p> <p>Strongly self motivated</p>	<p>Good local knowledge of Seacroft community and local networks</p> <p>Understanding of the issues relating to working across diverse communities</p> <p>Presentation skills</p> <p>Good working knowledge of child development</p>
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	<p>Ability to communicate effectively with children and young people.</p>	
<p>Interpersonal Skills</p>	<p>Ability to develop and deliver quality play experiences</p> <p>Ability to manage and deliver play work in a range of settings</p> <p>Ability to communicate effectively with adults and children and network effectively with colleagues, representatives from other agencies and the public</p> <p>Ability to recruit and manage volunteers, develop work programmes, set and evaluate targets and performance measures, appraise, discipline and mentor</p> <p>Ability to manage resources under the projects control.</p> <p>Ability to monitor and maintain safe working practices</p> <p>Excellent communication/negotiation skills</p>	<p>Ability to educate/deliver training to volunteers.</p> <p>Ability to manage a budget.</p>

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