

Staff Job Descriptions – Senior Play/ Youth workers

Hours: School holidays up to 30 hours pw; after school/ evening up to 9 hours pw.

Time: School holidays 9.30am- 4.30pm; after school 2.45-5.15pm; evening 6.30-8.30pm

Salary: £12.50ph (PLUS holiday pay calculated at 12.07%)

Type of Contract: Sessional part time

Location: [South Oxford Adventure Playground \(SOAP\), Central Oxford, OX1](#)

Context: This is an exciting opportunity to support the 2024 season at SOAP – a popular community led adventure playground in the heart of Oxford! We have a number of key roles to fill and are seeking sessional staff for our Summer holiday play scheme, after school and Saturday morning sessions and an evening youth club. A current DBS and first aid training is desirable but SOAP will cover the cost of these, and additional training as necessary, if you don't currently have them.

Joining a team of paid and experienced volunteer staff you will deliver exciting child-led sessions to 7 to 14 year olds from a variety of backgrounds and with different abilities. SOAP's main aim is to support the physical and mental health of children and young people through outdoor physical play and activities. You should be energetic, responsible, a good communicator, and like working with C&YP. SOAP comprises a large green space with adventure play equipment, a small woodland, football field, basketball and table tennis, and indoor space for games, craft and hanging out. SOAP is open access which means C&YP are free to come and go as they please and can choose what they do when with us. We're big on the outdoors - come and join our team!

To apply, please send your CV and cover letter to admin@soapoxford.org.

You will need to include two contactable references. Please tell us if you hold an up to date Enhanced DBS check and a current first aid qualification. If not please be prepared to undergo an Enhanced DBS check that must then be registered on the Update Service.

Job title: **Senior Play / youth worker**

Applications close on date: Ongoing

Salary: £12.50ph (PLUS holiday pay calculated at 12.07%)

Job description

Role purpose and description: As part of the SOAP team you will ensure a safe environment for free play and activities and ensure that the activities / opportunities reflect the diverse interests and needs of C&YP attending the sessions. You will support C&YP to make new friends, learn new skills, experience new things and develop confidence. The role will involve being a mentor and ally to C&YP, and encouraging and supporting them to access opportunities and activities on offer. You'll help to deliver a range of activities from arts and crafts to energetic physical/sports to outdoor cooking, den building and fire making. You will provide support and supervision to individual staff / volunteers depending on their level of competence and experience.

Key responsibilities

Ensure the overall smooth and safe running of sessions, working to support the senior play/youth lead. Ensure all relevant policies and procedures are followed during sessions, be aware and respond to C&YP who may need additional, and ensure staff and volunteers are supported. This post holder should be able to use their initiative to problem solve, and be able to deputise for Senior Play Leader when required. At this level the post holder will have at least 2 years of experience at SOAP, including extended periods working with the holiday play schemes, and/or working with C&YP in a comparable setting.

Duties and responsibilities:

- support play / youth worker team and any volunteers;
- be a role model and mentor to C&YP as well as staff team;
- contribute & oversee
 - accuracy of signing in and out;
 - set up and shutdown of site;
 - safety checks of all resources and equipment;
 - tidying, emptying bins, washing up, ensuring water station is replenished, checking toilets, bark under equipment is raked etc.
- initiate, facilitate and lead on activities/opportunities that support and reflect the diverse interests and needs of C&YP;
- act as designated first aider;
- contribute to and ensure activities are risk assessed;

- support behavioural management and one to one support where appropriate;
- actively support safeguarding and wellbeing of all children and young people, and act on concerns in accordance with safeguarding procedures and child protection legislation.
- complete daily log of session, including summarising attendance, and staffing;
- liaise with external groups and parents/carers;
- support and coordinate duties / task undertaking by Duke of Edinburgh volunteers;
- undertake training to support the smooth and safe running of SOAP and achievement of purpose

Selection criteria

Essential

- At least 2 years of experience of working with C&YP in a paid position
- Experience of working as part of a team
- Ability to communicate effectively with C&YP and adults
- Ability to use initiative, within framework of policies and procedures
- A commitment to high quality inclusive childcare and play
- Ability to attend work regularly and on time
- A positive approach to learning and gaining new skills through teamwork and training opportunities.
- Ability to maintain confidentiality
- Ability to move equipment/small items of furniture when setting-up/clearing play area.
- Commitment to, and understanding of, the principles of equal opportunities for all, in employment and the delivery of services.
- Good standard of basic spoken and written English
- Experience of working with C&YP with disabilities and/or developmental disorders.
- Experience of working 1 to 1 with C&YP
- Experience of managing challenging behaviour in work with C&YP
- Ability to occasionally attend meetings/training outside normal hours of work for this post.

Desirable

- Level 2 + qualification in Play or Youth Work
- Current appropriate first aid certificate or evidence of commitment to achieve this

- Training in safeguarding children at 'generalist' level, as defined by the Oxfordshire Safeguarding Children Board, within past three years, or a commitment to complete this within 2 weeks of recruitment.
- Satisfactory enhanced DBS
- Training in food safety/hygiene and play work.