##

## ROLE PROFILE

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| **Job title** | Holiday Club Playworker | Salary: | Meets national minimum wage |
| **Reporting to:** | Juniors and Holiday club Manager  | **Job status:** |  Casual |
| **Location:** | Wigan Youth Zone | **Hours:** | 7:30 – 18:00 Monday - Friday  |
| **Key Relationships:** | Youth Zone staff, Young People, Parents, External Stakeholders, Chief Executive, Board Members |
| **Benefits:** | Gym Access, Training opportunities and CPD – including First Aid, Safeguarding, Health and Safety etc. Career Development Opportunities |

 **Role purpose:**

**Want to be a Holiday Club Youth Worker at Wigan Youth Zone?**

· Are you passionate about working with young people aged 8-11 years throughout the school holidays on our Holiday Clubs?

· Are you fun, outgoing and enjoy working in a fast-paced environment?

· Are you able to inspire and be inspired by young people?

· Can you be creative and think on your feet?

· Have you got the flexibility to work over the school holiday period?

  Shifts are flexible and hours range between 7.30am-18:00 pm Monday to Friday.

**Context of the post:**

Wigan Youth Zone, the largest youth club in Europe, is centrally located, dedicated to young people and makes a bold statement about the importance of giving young people high quality places to go in their leisure time. The two-storey building has a four-court sports hall with climbing wall, a fully fitted fitness suite, a boxing gym, dance and performing arts studios, as well as music, media and visual arts facilities.  There is also a cafe, together with recreational and social areas.  Externally there are four all-weather kick-pitches and full-size skate park. Wigan Youth Zone is open 7 days a week, 52 weeks a year, providing local young people with somewhere to go, something to do and someone to talk to for almost eight years, winning UK Youth’s award ‘Youth Organisation of the Year’ in 2018 and shortlisted for the ‘Youth Work Award’ in the Children and Young People Now Awards 2020.

Since opening, the Youth Zone has facilitated over 500,000 visits to over 23,000 young people with impressive outcomes for those members across a range of measures such as confidence building, facilitating positive relationships and instilling ambition for adulthood. In 2020, the Youth Zone was primed for another year of significant outcomes – starting with a record attendance in January – however, in March the operation completely changed at pace to support as many young people, and the wider community, as possible in the wake of the Coronavirus pandemic. The context of our current recruitment drive is for Wigan Youth Zone to relaunch mass universal programming over the current year, ensuring that we continue to have a positive impact on as many young people’s lives as possible in Wigan and Leigh.

**Values and Aspiration**

Wigan Youth Zone is a place of activity, adventure and fun for all young people where they can try new experiences and learn new skills. Wigan Youth Zone supports young people to reach their full potential, grow their dreams and achieve their goals.

Learn more here

<https://www.wiganyouthzone.org/our-present-our-past-our-impact/>

We are looking for someone who can deliver this aspiration for Wigan’s young people and share the following values:

* Is a positive role model for young people and who believes in and recognises young people’s potential
* Has a positive and “can do” attitude
* Takes responsibility for their own actions
* Is committed to a culture of continuous improvement and subscribes to a “tonight’s better than last night” philosophy
* Is willing to go the extra mile to ensure great provision for young people

**Duties and Responsibilities – General**

* Assisting with the operation of an integrated Junior & Holiday Club in accordance with agreed practices and policies. The provision of high quality playcare and appropriate play opportunities for all children attending the scheme. Liaison with parents/carers and other partner agencies.
* The job holder will be required to adhere to the Youth Zone’s policies at all times, with particular emphasis on Equal Opportunities and Safeguarding

 **Key responsibilities:**

* · To provide safe, creative appropriate activities in a child-centred environment to prepare activities and assist in play programme planning.
* · To provide full good quality and safe care for children including meeting individual needs, supervision of activities and outings.
* · To be child friendly, imaginative and innovative.
* · To provide quality and appropriate support for disabled children and children with specific support needs.
* · As a team member to help plan and deliver a suitable programme including ensuring the preparation of activities where necessary.
* · To effectively communicate and liaise with Parents/Carers, schools and other agencies in order to promote the children’s well-being.
* · To ensure that premises and equipment are kept clean and in a safe condition.
* · To attend meetings as appropriate.
* · To assist in the day to day administration, record keeping, resources equipment and stock control.
* · To encourage parental and community involvement.
* · To participate in promotional and supportive events.
* · To liaise with parents, schools and other agencies in order to promote the Youth Zone and children’s well-being.
* · To attend meetings as appropriate
* · To administer First Aid
* · To undertake & deliver appropriate training
* · To ensure premises and equipment are kept safe and clean condition and to be responsible for security when necessary.
* · To work within agreed policies and to carry out all responsibilities within equal opportunities framework.
* · To undertake a variety of clerical and administrative duties.
* · To assume some responsibility of monitoring Wigan Youth Zone Play spaces in order to report concerns or faults with equipment, remove rubbish.
* · To implement the policies and procedures of Wigan Youth Zone paying particular attention to the ‘Safeguarding’ and Behaviour Management’ in order to avoid or avert risk or conflict likely to disrupt users activities and play experiences in an adverse way.
* · To carry out such other duties as may be reasonably required by the scope and nature of the post.
* · In line with WYZ’s safeguarding policy, an enhanced DBS check is required to be undertaken on behalf of the successful candidate.

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|  | **Essential** | **Desirable** |
| **Person Specification** |
| The successful candidate will be an enthusiastic, motivated individual with experience in working with children aged 8 – 12 years.  | ü |  |
| Relevant qualification (Childcare, Early years, Playwork NVQ 2/3) or equivalent experience.  | ü |  |
| Hold a First Aid Certificate or willing to undertake training |  | ü |
| Previous experience on a Playcare setting providing a wide range of play activities and choices | ü |  |
| Experiences of working with volunteers, parents and partner organisations | ü |  |
| Understanding of child development and the importance of play | ü |  |
| Organisational Skills e.g. programme planning to give children choice and control over their own play. The programme will include trips away from Wigan Youth Zone | ü |  |
| **Skills and Abilities** |
| Verbal/written with children, adults, parents and carers | ü |  |
| Awareness of health and safety at work | ü |  |
| Understanding and commitment to equal opportunities | ü |  |
| Ability to work as part of a team and on own initiative | ü |  |
| Understanding of good quality childcare and to care for children in a sensitive and responsible way | ü |  |
| Ability to provide safe creative play opportunities | ü |  |
| Understanding of need for a flexible approach in meeting the needs of disabled children | ü |  |
| To ensure that all equipment, storage areas are clean | ü |  |
| Deal with difficult situations in a confident and responsible manner in line with Wigan Youth Zone policies and procedures | ü |  |
| Work on own initiative and under pressure | ü |  |
|  **Physical Attributes**  |
| The ideal candidate will be expected to participate in play activities and undertake a wide variety of physical activities. The ideal candidate needs to be physically fit.  | ü |  |
| **Personal Qualities** |
| Positive and enthusiastic | ü |  |
| Punctual and reliable | ü |  |

**Work Pattern: Monday to Friday 7:30 – 18:00**

**Remuneration package: Salary meets national minimum wage**

**Wigan Youth Zone is fully committed to the safeguarding of young people. This post is subject to a DBS check and positive references.**

**Please note you will have to be available for induction and training on the weekend 16th and 17th July 2022.**

**Closing date: 31/05/2022**

**Interview date: First week in June**

**Start date:**  **25th July 2022**