

JOB DESCRIPTION

Post: Relief Community Support Worker/Befriender

Salary: from £7per hr

Hours: Monday – Saturday Seasonal
Hours to be specified.

Responsible to: Community Manager

Location: Field Based

Job Purpose: To support children and young people with disabilities or additional needs, aged 5-18, through our short breaks service in the community, overnight care or to access our sensory play sessions

Principle duties and responsibilities

1. To be involved in the planning and reviewing of activities with regard to the service and the needs of individual children & young people.
2. To be responsible for the supervision of children & young people in organised play/mentor activities.
3. To ensure the safety and welfare of the children & young people using the service.
4. To take part in the collection of children & young people where agreed prior.
5. To complete summary sheets for each session.
6. To liaise with parents/carers, staff and agencies as required.
7. To be involved in supervision, staff meetings and training as appropriate.
8. To assist in the planning and development of Look Inside Sensory Learning & Play.
9. Look Inside will respond to the needs of individuals and many of the tasks and responsibilities are unpredictable and varied. All staff will be expected to work in a flexible manner when required, undertaking tasks that have not been specifically covered in their job description.
10. Overnight care in the child or young person's home
11. Administer medication as and when required
12. Promoting inclusion in community activities i.e. bowling, park visits
13. Personal care

PERSON SPECIFICATION

Relief Community Support Worker/Befriender

	Essential	Desirable
Education/ Qualifications/ Training		<ul style="list-style-type: none"> ❑ Relevant childcare/social care qualification especially with additional needs L2 ❑ Current first aid certificate ❑ Car driver ❑ Understanding of safeguarding procedures for children and young people
Skills	<ul style="list-style-type: none"> ❑ To be able to take responsibility for specific areas ❑ An ability to relate to and communicate with children and parents from all social/cultural backgrounds ❑ To be able work as a member of a team ❑ To be able to work under direction ❑ To be able to work in a non-discriminatory way ❑ Problem solving skills ❑ Strategies to improve behaviour 	<ul style="list-style-type: none"> ❑ To be able to observe and identify the needs of children and to take the initiative ❑ Record keeping skills ❑ Relevant, practical playwork/leisure skills/mentoring experience/befriending skills
Work Experience	<ul style="list-style-type: none"> ❑ Experience of working directly with children and young people with disabilities aged 5-18 years in either paid or unpaid capacity ❑ Understanding the needs of children and young people ❑ working with children and young people with additional needs, disabilities and behaviour issues 	<ul style="list-style-type: none"> ❑ Experience of the development of programmes for children and young people ❑ Working in schools, community or educational institutions
Personal Qualities	<ul style="list-style-type: none"> ❑ Willingness and ability to play with children and young people with additional needs or disabilities both indoors and outdoors, caring, calm and patient ❑ A high degree of energy, initiative and flexibility ❑ To be interested in personal/professional development 	