JOB DESCRIPTION

Job title: Play Worker\*

\*This post is Exempt Under Schedule 9(1) of the Equality Act 2010

Working hours: 16 hours per week

***Workers should be “violence free in their own lives.”***

***Applicants are asked not to put themselves forward for selection if this is not the case.***

**MAIN PURPOSE AND SCOPE OF THE JOB**

To provide play sessions to pre-school and school age children who have experienced domestic abuse and are staying at the refuge. This will be through both structured and free play.

**POSITION IN ORGANISATION**

**Reports To:** **Senior Refuge Project Worker/Service Manager**

**Responsible For:** N/A

**Budget Responsibilities:** N/A

**Hours:** 16 hours per week; the timetable will vary to meet the needs of the service and its clients and may span over a 5 day work week

**Location:** Stop Domestic Abuse currently has refuges in East Hampshire, Fareham, Gosport, Havant and Portsmouth. The post-holder will be based within the East Hampshire District Council Area.

**DUTIES AND KEY RESPONSIBILITIES**

1. Welcoming women and their children into the refuge and providing them with support to meet their practical and emotional needs
2. To ensure that a high standard of information, advice and temporary accommodation is provided for women and their children who have suffered mental or physical abuse.
3. To assist with the smooth running of the refuge on a day-to-day basis including ensuring the building is maintained in good order and meets the requirements of health and safety.
4. To work in partnership with individual mothers in the refuge regarding particular needs of their children
5. To provide support to women in promoting the mother/child relationship
6. To help provide group work for residents, former residents and women living in the community and to provide them with on-going advice and support.
7. To help children begin the healing process of working through their traumatic experiences of domestic abuse and change.
8. To help organise and supervise children’s activities during the day and after school as needed. These can be on and off the premises.
9. To advise the Senior Support Worker of any child protection concerns or issues without question and to ensure that child welfare is ensured in accordance with SDAS Protection from Abuse Policy.
10. Ensuring the confidentiality of client information is maintained, in accordance with SDAS’s Confidentiality Policy.
11. To support the Children and Young Persons Worker in the day to day running of the playroom.
12. To advise the Children and Young Persons Worker of any suitable materials or play equipment to purchase for the playroom.
13. To undertake any other duties that may be agreed from time to time to assist in the running of the refuges.
14. Assisting with providing cover for absent colleagues during periods of sickness, holidays etc., as requested by the Senior Support Worker/Service Manager.
15. Any other duties appropriate to the post that may be agreed with the Service Manager from time to time.

**Person Specification**

|  |  |  |  |
| --- | --- | --- | --- |
| Play worker | |  |  |
| Criteria  E = Essential  D = Desirable | | E or  D |  |
| **Skills and Abilities** | The ability to build rapport quickly with women, children, young people and men participating in the service.  The ability to build rapport quickly with families participating in the service.  The ability to work constructively with the parent/guardian and their children in order to foster their relationships.  A commitment to the empowerment of children and young people.  A commitment to equal opportunities.  Organisational skills and the ability to prioritise work on a daily basis.  The ability to work as part of a team and on one’s own initiative.  Numeric and literacy skills to undertake administrative tasks.  Computer Literacy.  Effective communication skills.  Ability to work flexibly  An understanding of and ability to practice confidentiality.  Strong commitment to anti-oppressive practice and working with diversity.  Good self management skills and above average ability to take initiative and problem solve.  Ability to be flexible regarding tasks given, to work as a team to achieve a common goal and willingness to participate in general cleaning, gardening and basic maintenance of the refuge buildings to ensure a high standard to living environment for the families. | E  E  E  E  E  E  D  E  E  E  E  E  E  E  E |  |
| **Experience** | Experience of providing support to young people and children under stress and who are vulnerable.  Experience of working with children and young people.  Experience of working with a diverse range of people, including those experiencing deprivation. | D  E  D |  |
| **Knowledge** | An understanding of and a commitment to the principles of Southern Domestic Abuse Service.  An understanding and awareness of the needs of women, men and children of all ages who have experienced domestic abuse.  An understanding and knowledge of child protection and safeguarding and the ability to work within national, local and organisational guidelines.  An understanding of and ability to practice confidentiality.  Ability to work in partnership with children/young people and deliver support in ways that meet identified needs. | E  D  D  E  E |  |
| **Qualifications** | A clean driving licence and car owner.  A levels or above.  A relevant qualification for working with children/young people.  Ability to work at NVQ (or equivalent) level III.  Further Education Qualification. | D  D  D  D  D |  |
| **Personal Attributes and Other requirements** | Personal Qualities  Ensuring Equal Opportunity.  Emotional Intelligence.  Good standards of hygiene and personal presentation.  Be compassionate and empathetic with your client’s situation.  Act with integrity and respect when working with all clients, agencies and individuals.  Be optimistic about the possibility of personal growth and change.  Awareness of professional boundaries.  **Other Requirements**  The post is based in the refuge and in the community  The post is a part time job.  There may be an occasional requirement for early morning/evening work in this job.  The work of SDAS can require the distribution and transportation of materials, literature, display equipment, etc and, therefore, the post holder must be fit to lift normal boxes of stationery, minor equipment and carry same.  An enhanced DBS (Disclosure and Barring Service) disclosure will be required for this role. | E  E  E  E  E  E  E |  |

September 2018