



Job Description

Out of School Care Playworker

Reporting to: Out of School Care Project Co-ordinator

Background

Over the last 5 years we have engaged directly with local families and our Local Authority to complete a detailed assessment of islanders' childcare needs. Following a parents' workshop in November 2019, the majority agreed that one of the easier and also most impactful ways to address the lack of childcare is to provide regular and reliable out of school care (holiday, breakfast and after school clubs and home based childcare services).

We now have the opportunity, through a 12 month trial funded by the Scottish Government, to develop a mobile model for rural out of school care with a focus on the outdoors, which can be replicated across Mull and Iona and in other rural areas.

We would ideally like to be able to offer out of school care options during summer 2021, through holiday club provision using local groups and/or working in partnership with Care Inspectorate registered group(s) based on the mainland, assisted by play workers employed as part of the trial. Breakfast and after school provision to be introduced from August 2021 onwards. The need for weekend and evening childcare and carers working at those times to be explored, through a possible Saturday holiday club and home based childcare service.

Purpose of the role

To work as an effective member of the Out of School Care Trial team to help plan and deliver services as identified as part of the trial. This may include, but is not limited to holiday clubs, breakfast clubs, after school clubs and home based childcare. All work to be undertaken in accordance with our policies and procedures and national guidance and legislation for out of school care provision.

Protection of Vulnerable Group Checks and references will be required prior to starting employment.

Due to the nature of the planned activities, we are looking for both staff with a childcare qualification and also those without a qualification but looking to gain experience of working with children with a view to a career in this area. A genuine interest in the development of children and their wellbeing is essential and the important qualities are kindness, sensitivity, respectfulness, creativity, flexibility, good manners, a sense of fun, as well as the ability to respect confidentiality at all times.

Main Duties and Responsibilities

- Work alongside the Co-ordinator to ensure a high level of care and a safe and welcoming environment for children using the services within the trial
- Make a positive contribution to planning activities and help deliver these
- Identify, manage and mitigate potential risks to self and others by applying existing guidelines, seeking advice when required
- Observe, record, share and report on client /service users changing needs, ensuring information is up to date
- Assist with providing meals and snacks as required
- Assist with cleaning of equipment and resources as required
- Respect for and effective communications with fellow staff, children and parents/guardians
- Assist in completing relevant paperwork – safety checklists, attendance records, daily logs, etc
- Attend meetings and relevant training as mutually agreed with the Co-ordinator or Senior Management team of MICT

TERMS OF EMPLOYMENT

Salary Range:	Grade 4, £20,491 - £22,067 – no formal qualifications Grade 5, £22,592 - £24,694 pro rata – depending on experience and qualifications
Hours of Work:	Up to 37.5 hours per week (full time) during school holidays (excluding festive period). Term time hours will be part time, dependent on demand
Annual Leave:	You will accrue annual leave at a rate of 14.5% for each complete hour worked which is your pro rata entitlement to the statutory annual leave entitlement all employees receive. This will be paid monthly based on hours worked.
Contract Start Date:	1 st July 2021, negotiable depending on circumstances
Contract End Date:	31 st March 2022, contract may be extended if additional funding can be secured.
Pension:	A Company Pension Scheme is now in place with a 6% Monthly Contribution from the Mull and Iona Community Trust. Your eligibility will be assessed by Creative Auto Enrolment and you will be advised by personal email accordingly.
Place of Work:	No fixed place of work, therefore working time will start from leaving home to place of work. Mileage at 40p per mile or public transport costs will be reimbursed.

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Employer : Mull and Iona Community Trust

Key Criteria	Essential	Desirable
Qualifications, Training and Professional Registration	<ul style="list-style-type: none">◆ PVG membership in relation to working with children, or be willing to obtain◆ Current Paediatric First Aid Certification or willing to obtain◆ Food handling certificate or willing to obtain	<ul style="list-style-type: none">◆ Relevant qualification SVQ level 2 (or above) qualification in play work or similar, willingness to work towards◆ Current Scottish Social Services Council Registration, or be willing to register◆ Driving License
Work Experience	<ul style="list-style-type: none">◆ Experience of working with groups of children up to age 18	
Knowledge, Skills & Abilities	<ul style="list-style-type: none">◆ Flexible and positive attitude to work◆ Ability to respect confidentiality.◆ Good communicator with children.◆ Ability to respond calmly and efficiently in emergency.◆ Ability to support, and be part of a staff team to deliver high quality practice	
Technical Skills	<ul style="list-style-type: none">◆ Computer competence (Word, Excel, Web, Email)	
Job Circumstances	<ul style="list-style-type: none">◆ Strong motivation and enthusiasm for the post and the role◆ Knowledge and enthusiasm of the out of school care trial◆ A genuine interest in the development of children and their wellbeing	<ul style="list-style-type: none">◆ Access to own transport