**SESSIONAL CHILDREN’S WORKER**

**JOB DESCRIPTION**

**Post** Sessional Children’s Worker, Tuesday 3.45pm-5.45pm

**Responsible to** Youth Development Worker (Programme)

**Purpose of Job**

To work with children in a variety of settings, developing and implementing a quality programme of activities, reflecting CY priorities.

**Major Tasks/Job Activities**

* To work as part of a staff team in the delivery of appropriate programmes for children, e.g. arts & crafts, cooking, games & sports personal and skills development etc.
* To support & motivate children to participate in the provision - including planning, development, decision-making processes and evaluation.
* To facilitate structured and free play in various settings and environments
* To work as part of a team providing a safe, secure and stimulating environment for children.
* To undertake all appropriate duties as requested by Manager.
* To contribute to monitoring and evaluation of provision.
* To assist volunteers in contributing to the delivery of the service.
* To assist in the delivery of activities which adhere to CY policies e.g. Health & Safety, Child Protection, and Confidentiality.
* To fully participate in the designing, delivery and evaluating of children’s work sessions.
* To participate in relevant training opportunities.
* To manage appropriate resources.
* To undertake some administrative tasks in relation to the role e.g. phone rounds, register, consents forms and organising activities.

**DECISIONS MADE IN COURSE OF JOB**

Decisions taken will include those related to the following:

* Programme content and associated tasks
* Monitoring and evaluation
* Health and safety
* Administration
* Some allocation of tasks to volunteers
* Implementation of CY policies and best practice

**SUPERVISION RECEIVED**

This post holder works as part of a team of sessional workers. The post holder will be supported by the Youth Development Worker (Programme) and supervision will be provided once a term.

**CONTACTS**

Contacts may include:

* Children and young people
* Parents and carers
* Other sessional staff
* Volunteers
* Partner agencies or their representatives
* Social Workers/Support workers

**EDUCATIONAL/VOCATIONAL QUALIFICATIONS REQUIRED**

No formal qualifications are required. However, workers must be able to complete basic training associated with the post and be able to engage effectively with children.

**COMPLEXITY**

The post will involve working with children, working with a wide range of other agencies, implementing CY policy and best practice, budget management, monitoring and evaluation, programme planning/development/delivery, gathering local intelligence re children’s issues and fundraising. Much of the work requires skills to engage well with children.

**CREATIVITY**

The post holder will devise, develop and implement programmes of activities, evaluations, imaginative and innovative responses to fundraising, street work, and collaboration with other agencies. They will be responsible for developing innovative methods of engaging children and in a wide range of activities and projects.