**Boomerang Community Centre**

**IDENTIFICATION**

**Post Title**: Stay & Play Youth Worker

**Responsible to**: Centre Manager

**Responsible for:** Volunteers, students within the toddler group

**Starting Salary: £7488**

**Hours: 12 hours (Tues-Fri 9am-12pm)**
**Annual Leave: 61 hours plus 5 bank holidays**

**Contract: Fixed term for 12 months**

**JOB PURPOSE**

To plan, develop and deliver the successful Toddler Group within the Boomerang Centre at 10 Kemback Street.

To encourage parental/carer involvement and offer self-directed play sessions each day for the children to participate in.

To complete evaluation of the group and encourage the parents/carers to help design future activities or training.

To identify and organise training/learning experiences for the parents/carers that would be of benefit to them.

To prepare information to assist in the monitoring of grants

**PRINCIPAL WORKING CONTACTS**

1. Centre Manager, staff, trustees, and volunteers

2. Toddler group volunteers, parents/carers, and children

3. Statutory and Voluntary organisations

4. Community based groups

5. Commercial organisations

**MAIN DUTIES**

1. Develop toddler group with parental/carer input
2. Give children options for play that follow GIRFEC principles
3. Develop self-directed play sessions including messy play, outdoor play, baking, STEM activities

1. Identify training and development needs of the groups, participants, and volunteers.
2. Encourage parental/carer involvement in the activities
3. Constantly review procedure to ensure efficient working and provide appropriate data to monitor and evaluate service delivery through a variety of medium, e.g., qualitative, and quantitative data, evaluation and case studies.
4. Ensure that all groups and activities are in line with the Centre’s current policy and procedures.
5. Work with the CLD students from the University of Dundee to ensure they meet their learning objectives.
6. Session planning and preparation
7. Working in partnership with external organisations.
8. Adhere to all the Boomerang Centre policies and procedures.
9. To clearly communicate the Vision of the service
10. Clearing up after the session- including washing dishes, putting out rubbish etc

**OTHER DUTIES**

This job description is a broad picture of the post at the date of preparation. It is not an exhaustive list of all possible duties, and it is recognised that jobs change and evolve over time. Consequently, this is not a contractual document, and the post holder will be required to carry out any other duties to the equivalent level that are necessary to fulfil the purpose of the job.