**JOB DETAILS** 

Job Title: Play Ranger

Number of positions : 2

Reports to: Senior Play Ranger and General Secretary Kirkcaldy YMCA

**Overall Function**

To bring organised outdoor community play activities to children, young people and families. Encouraging, supporting and motivating people to participate in free play and enjoy the outdoors. Providing inclusive opportunities for people to enjoy play, build relationships within their neighbourhoods and support the holistic wellbeing of all involved.

**Place of Work**

The Gallatown Garden, beside Kirkcaldy YMCA Hub, Oswald Road, Kirkcaldy KY1 3EZ **and** Valley Primary School Play Pod, Kirkcaldy KY2 6BL

**Pay Rate, Hours of Work and Place of Work.**

This post is fixed term until 25 March 2022. The rate of pay is £10 per hour 7 hours per week.

Hours of work are outwith school hours and during school holidays, normally Monday to Friday although some evening or weekend work may be required from time to time.

**PERSON SPECIFICATION**

***Essential Criteria***

* Experience working with children and young people with different backgrounds, ages and abilities.
* An understanding of the principles of play and the role of adults
* Ability to think creatively about delivering outdoor play and free play
* Awareness of Child Protection Guidelines and relevant legislation
* Excellent communication with children and adults
* A commitment to partnership working
* Good team worker and ability to use own initiative
* An enthusiasm for active, outdoor working
* Computer literate and social media awareness
* An awareness of Health and Safety issues and Risk Assessment
* Commitment to the success and sustainability of the project
* Personal skills to include; adaptable to varied workload, flexible approach to working hours, willingness to work in all weathers, good physical health, patient and tolerant, organised and efficient.

*Desirable criteria*

* A Play Worker/Youth Worker or relevant qualification.
* Experience of working and supporting volunteers
* Basic first aid (training can be given)
* Knowledge of local area
* Experience of reporting and evaluation
* Experience of consultation techniques with children
* Ability to advocate for children’s rights and promote participation in decision making.
* Experience of working with children and additional support needs.

KEY TASKS & RESPONSIBILITIES

* Provide outdoor play opportunities all year round.
* Facilitate freely chosen and self-directed play opportunities for children and families
* Encourage children and families to help plan and choose the kind of activities that they would like to do.
* Supervise children at all times making sure that safety procedures are followed conforming to our Child Protection, Health and Safety and any other relevant policies completing any appropriate reports such as accident/incident forms.
* Encourage good behaviour and deal with any challenging behaviour in accordance with the projects policies and procedures.
* Maintain a register of attendees at sessions for evaluation, child protection and track and trace purposes
* Ensure non-discriminatory practices at all times, in line with the equal opportunities policy.
* Preparation and clearing up activities/areas
* Contribute to joint working and partnership working ensuring positive relationships with all concerned.
* To liaise and work with parents, carers, professionals and partnership agencies.
* Attendance at staff meetings and training sessions as required.

**SUPERVISORY RESPONSIBILITES**

The post holder, with support from the Senior Play Ranger, will supervise and support sessional staff engaged with the project.

As this project is not childcare provision, no child should be left in the post holders sole care. However it is the post holders responsibility to take all steps to ensure the safety of children at sessions in accordance with all policies and procedures.

**SUPERVISION RECEIVED**

Regular support and supervision meetings will be arranged with the General Secretary. On a day-to-day basis support is available from the Senior Play Ranger and from the YMCA Business Support Officer by telephone and email.

**MONETARY RESPONSIBILITIES**

None. Requests for resources etc must be made via the Senior Play Ranger which then must be authorised by the General Secretary (or Business Support Officer in their absence). No monies spent will be reimbursed without prior authorisation in writing/email.