

SNAAP (Special Needs Advisory & Activities Project)

Play Support Leader

SNAAP is currently looking to recruit a Play Support Leader to deliver activities for disabled children and young people. There are two aspects to the role:

1. Leading the mini-bus days out where we take 6 disabled children on trips and activities during school holidays. The days out aim to help disabled children and young people develop social skills, knowledge and self confidence and build friendships
2. Leading our regular youth and sports clubs by developing and running a stimulating range of activities

Responsible for: Leading and supervising sessional staff to deliver activities for disabled children and young people aged 8-25

Line Managed by: Manager

Responsible to: SNAAP's Board of Directors

Based at: Main base for mini-bus days out will be Windchimes, Herne Bay
Sports club at Prince of Wales Youth Centre, Canterbury
Sunday night youth club: 'Zone Out', at Whitstable Youth Centre, Whitstable
Thursday night youth club: 'Inclusive Us', at Riverside Youth Centre, Canterbury

Salary: £10 an hour

Hours: *During school holidays:*

Mini-bus days out - 24 hours per week during 9 weeks of the annual school holidays (Mondays, Tuesday and Wednesdays 8.30am-4.30pm)

During term time the following clubs:

Sports Club - Fridays 12.30-6.30pm plus 1 additional hour to return equipment to office (fortnightly for 18 sessions a year)

Inclusive Us Youth Club - Thursdays 6.30-8.30pm (fortnightly for 22 sessions a year)

Zone Out Youth Club - Sundays 4.30-7.30pm (fortnightly for 17 sessions a year)

The clubs equate to approximately 5 hours a week pro-rata.

Due to the regular contact with children and young people, this post is subject to an enhanced Criminal Records Bureau check.

Job Description

- To familiarise yourself with the specific needs of the individual children attending mini-bus days out, and meeting these by understanding their care needs and the appropriate risk assessments and ensuring appropriate deployment of staff allocated on the day
- To attend to the individual children's care needs which may include administering medication, lifting and personal care
- To assist in the transportation of disabled children and young people, acting as an escort

- To be responsible for a child on a 1:1 basis within a group as well as taking charge of the group. It is a fundamental requirement that the children are properly supervised at all times
- To lead provision of indoor activities at SNAAP's sports club for children with a wide range of disabilities and special needs aged 8+ years ensuring children fully participate and are kept safe
- To lead provision of age appropriate activities at SNAAP's youth clubs for young people aged 11-25 years and help increase their social and personal development
- To ensure the full participation of **all** children in each activity, particularly with a view to enhancing their life experiences and improving individual skills e.g. speech, socialisation wherever possible
- To direct, manage and supervise staff and volunteers on days out and at clubs ensuring they are following SNAAP's policies and procedures and behaving professionally at all times
- To help set up club sessions including a varied range of activities ensuring there is plenty to do and all of it is accessible
- To plan and prepare for all sessions during office planning time
- Be welcoming and supportive to parents and carers
- To maintain good working relationships with SNAAP's partner organisations
- To represent and promote SNAAP and all its services professionally and positively

Person Specification

- Demonstrable previous experience of working with disabled children and young people
- An awareness and understanding of health and safety and child protection issues and how to ensure good practice
- A good knowledge of the issues facing disabled young people
- Evidence of a proactive, creative approach to and success in delivering positive outcomes for children and young people
- Excellent communication skills and an ability to relate to young people in a variety of ways
- An ability to understand, respect and value young peoples views
- Evidence of strong leadership skills and ability to manage and supervise a team of sessional staff and volunteers
- Ability to work on own initiative
- An ability to plan and implement exciting and imaginative activities
- Have an outgoing and fun personality, enjoy working with children and young people and ability to maintain control
- Be willing and able to work all school holidays and club days and attend training
- Must be reliable and punctual
- Commitment to the aims and work of SNAAP, including an understanding of ,and ability to, adhere to SNAAP's policies and procedures
- The ability to travel around the district including transporting heavy and bulky equipment for clubs

For an application form visit our website www.snaap.org.uk or e-mail info@snaap.org.uk

Closing Date: 23rd March 2012