

**MONMOUTHSHIRE COUNTY COUNCIL
CYNGOR SYR FYNWY**

ENTERPRISE DIRECTORATE

Summer Holiday Playscheme Staff 2015

Monmouthshire County Council operates popular and successful summer holiday playschemes at their four Leisure Centres in Abergavenny, Caldicot, Chepstow and Monmouth and outreach facilities in the Chepstow area.

We require Play Workers (£7.18) and Play Leaders (£8.04) across all 5 venues and a **Play Coordinator (£9.00)** for this summer holiday, and are looking for qualified and experienced people.

You will be working together to plan, co-ordinate and deliver high quality play sessions for children 5-11 years. You will require a Level 3 qualification within the skills Active Framework or the Care Council for Wales Qualification framework along with 2 years play work experience in a child care setting but most importantly you will have energy, enthusiasm and commitment.

The schemes will operate from **Monday 27th July to Friday 21st August 2015**, and will be preceded by training sessions in the **week beginning Monday 20th July**.

For further information or an informal discussion, please contact Richard Simpkins on (01633) 644499.

Applicants must be at least 18 years old.

Application forms can be obtained from www.monmouthshire.gov.uk/jobs

Completed paper application forms should be returned to the following address:-
Employee Services, Monmouthshire County Council, PO BOX 106, Caldicot, NP26 9AN

Closing Date: 12 Noon on Friday 27th February 2015

Interviews will take place 30th March - 10th April 2015

Appointment to this post is exempt from Rehabilitation of Offenders Act and is subject to an enhanced disclosure check.

We are committed to equal opportunities and welcome applications from all sections of the community, including members of ethnic minority groups and disabled people.

Post:	Playscheme Coordinator
Post ID:	LCLC061 (Caldicot) LCHC062 (Chepstow) LMLC043 (Monmouth)
Directorate:	Enterprise
Division:	Leisure Services
Grade:	SCP 17 (£9.0044 per hour)
Hours:	8.30am - 4.00pm, Monday - Friday 27 th July – 21 st August 2015 (plus training sessions week commencing 20 th July)
Location:	MCC Leisure Centres & Outreach Centre in Chepstow
Responsible to:	Operations Manager (on site) or Business Development Manager
Responsible for:	Playscheme Leaders, Playscheme Workers

Main Purpose of Job:

To co-ordinate and deliver safe and enjoyable play sessions to children aged 5 - 11 years attending the summer holiday playschemes.

Main Duties:

1. To lead the development, delivery and management of quality play opportunities in a safe and stimulating environment that meets the play needs of all children attending.
2. To effectively manage and supervise Play Leaders and Play Workers.
3. To ensure all legislative requirements are met as set out by the Care and Social Services Inspectorate for Wales (CSSIW).
4. To abide by the principles and practice of equality of opportunity as laid down in the Council's Equal Opportunities Policy.
5. To undertake any other duties as may be required by the commensurate with the grade of the post.

Special Conditions:

The postholder is required to attend all training sessions in the week beginning 20th July 2015.

The post holder is required to work both the duration of the summer holiday playscheme and the hours specified.

The post holder is required to wear a uniform provided by Monmouthshire County Council at all times whilst on duty.

Person Specification

		How Identified
Experience & Development	1. Have 2 year's experience of working with children from the skills Active Framework. 2. Have a thorough understanding and working experience of play and play work issues. 3. Have at least two years experience of managing / supervising a team of staff in a similar environment.	A / I / R
Education & Qualifications	4. Possess a Level 3 qualification from the Care Council for Wales Qualification framework.	A / I / R
Skills, Knowledge & Competencies	5. Be able to work on own initiative and as part of a team. 6. Be able to communicate effectively with children, young people and team members. 7. Be able to join in and lead physical and passive activities.	A / I
Other	8. Be able to demonstrate a commitment to equal opportunities principles and practice and have a thorough understanding of the Council's Child Protection Policy. 9. Be able to work throughout the duration of the playscheme, including any training sessions.	I / R

NOTES:

A = Application Form

I = Interview

R = Reference