

KICKSTART

Sports • Education • Childcare

Playworker

DIVISION Childcare

TEAM Bradshaw Hall Out of School Club

HOURS

Part Time

Term-Time Only or all year round Monday to Friday

7.30am - 9.00am

3.15pm - 6.00pm



KEY RESPONSIBILITIES

1. To engage and play with children aged 3-11.
2. To plan, deliver and evaluate sessions and activities for children aged 3-11.
3. To work collaboratively with the Out of School Club Manager and colleagues to provide a high level of customer service to children, parents and carers.
4. Liaise and communicate with the organisations' partner schools to ensure customer satisfaction.
5. Offer and provide support to colleagues where needed so that standards can be raised and quality is maintained.
6. Support the Out of School Club Manager with any operational issues that may arise from time to time.
7. Attend weekly meetings where required and effectively contribute in order to share ideas and provide the best possible experience for the children.
8. Promote the interests of the organisation via social media and other means.
9. Effectively handle customer queries by providing solutions.
10. Provide an excellence service.
11. To be committed to safeguarding children, following all Company policies and procedures to keep children safe.
12. To be committed to a high standard of food hygiene when preparing food.
13. To have a good understanding of Paediatric First Aid.
14. To perform any other duties as required for the benefit and running of the organisation.



PURPOSE OF ROLE

To be an integral part of Kickstarts' childcare team in our out of school club, providing wrap around care on a day-to-day basis. The role will involve engaging children aged 3-11 and providing a high level customer service to children, parents and carers.

EDUCATION, QUALIFICATIONS AND TRAINING

ESSENTIAL

- Level 2 or above qualification in Childcare
- Paediatric First Aid Trained (or willing to attend training before appointment)
- Level 2 Food Hygiene Qualification (or willing to attend training before appointment)
- Safeguarding Qualification and Regular renewal

KNOWLEDGE AND EXPERIENCE

ESSENTIAL

- Experience of dealing with customer queries.
- Experience of working in a childcare setting.
- Experience of working with children aged 3-11.
- Knowledge of Safeguarding.
- Committed to CPD and further training in order to increase knowledge.

DESIRABLE

- Experience in an out of school club setting.



SKILLS AND ATTRIBUTES

ESSENTIAL

- Good oral and written communication skills.
- Good numeracy and literacy skills.
- Able to plan and manage workload.
- Motivated with high levels of energy.
- Positive attitude and good customer service skills.
- Caring and friendly personality.
- Able to meet deadlines and targets.
- Flexible and adaptable.

DESIRABLE

- Good IT skills – Able to use Microsoft Office, Microsoft Teams, Zoom and e-mail.

HOW TO APPLY:

Please send a covering letter and CV to becca@wearekickstart.com

DATES

Closing Date is 31st Jan 2024

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www.wearekickstart.com

info@wearekickstart.com

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