

CARERS LEWISHAM

Job Description - Young Carers Activity Worker

Salary:	£10 or £12 per hour, depending on experience and role
Hours:	Variety of days and hours both holiday and term time. As required
Holidays:	Pro rata based upon actual hours worked (FTE is 25 days per annum)
Pension:	5% where eligible
Reporting to:	Young Carers Service Manager

Main purpose of the job:

To work as part of the Young Carers team to support or lead on, the planning, delivering and evaluation of regular term-time and holiday groups, activities and clubs. To increase Young Carers (aged 5- 16) access to respite and social opportunities and support them to achieve personal and social development outcomes.

Main Tasks:

1. To plan, organise and facilitate the delivery of regular term-time groups and holiday activities in cooperation with Carers Lewisham Young Carers Coordinator and in agreement with the Young Carers Service Manager.
2. To build positive relationships and good rapport with diverse Young Carers by listening to, encouraging and supporting them to participate in activities.
3. To provide support and information to Young Carers within the group to enable them to participate in wider opportunities within the community.
4. To help with and/or lead on setting up and packing down equipment, games and food at clubs and sessions as required.
5. To provide the opportunity to explore age-appropriate, issue-based play activities.
6. To carry out general administrative duties and maintain monitoring, recording and reporting systems.
7. Where necessary, to administer first aid treatment and be aware of any medical needs including allergies as required.
8. To liaise with the Young Carers Coordinator and Young Carers Service Manager and other team members as required.
9. To attend planning sessions, training and individual supervision as required.
10. Where necessary, to support transportation of Young Carers to and from their own homes and communicate with parents/carers to enable them to access groups and activities on the weekends.
11. To maintain efficient contact with the Young Carers staff team and inform of availability for work within agreed time frames.

All Carers Lewisham employees and workers are responsible for:

Working to the policies and procedures of Carers Lewisham.

Promoting equal opportunities and respecting diversity within all aspects of their work.

Complying with Health and Safety regulations, including safeguarding and child protection.

Carrying out other duties where appropriate which may be allocated from time to time by the Chief Executive.

Person Specification:

Experience & Qualifications	
Experience of working with children and young people aged 5-16, within a group setting	E
Experience of planning, monitoring and evaluating play and/or youth work	E
Experience of working with young people from a variety of backgrounds and with differing needs	E
Experience working with Young Carers	D
Play, Youth or Social Work qualification (or equivalent)	D
Skills & Knowledge	
Good understanding of issues relating to young people with a caring responsibility	E
Good understanding of youth work principles	E
Good knowledge and understanding of child protection	E
Good knowledge and understanding of equal opportunities and diversity issues	E
Good listening and communication skills	E
Good organisation skills	E
Excellent interpersonal skills	E
Ability to plan and lead group activities	D
Any other creative, teaching or sporting skills useful for working with children and young people	D
Ability to drive a minibus (17 seater)	D
Attributes	
Creative and imaginative with a positive 'can do' attitude	E
Ability to build good rapport with children and young people	E
Ability to empathise with Young Carers	E
Approachable and confident with a strong team-working focus and a flexible and adaptable attitude	E
Highly organised with an ability to make the most effective use of one's own time & resources	E
Committed to working as part of a team with honesty and integrity	E
Ability to supervise and support volunteers	D
Full, clean driving licence	D