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| **Job Title:** | **Children and Young Person Creche worker** |
| **Date:** | **August 2020** |
| **Department:** | **Support Services** |
| **Line Manager:** | CYP Manager |
| **Grade/Pay Scale** | £10 per hour |
| **Location:** | The Haven Wolverhampton – Refuge & Community |
| **Status:** | **Sessional** |

***The Creche Worker will be responsible for the delivery of group crèche facility in The Haven Wolverhampton. S/he will be responsible for providing a high level crèche facility with play and educational activities for children within a group setting across all sites of The Haven Wolverhampton.***

# Job Purpose and scope of Job (main duties and responsibilities)

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| * Work in line with The Haven Work Plan and Funder outcomes to ensure CYP experience improve emotional and behavioural wellbeing throughout the course of the project.
* Facilitating group sessions for children and young people up to 18 using play and educational activities.
* Ensure knowledge and understanding of Safeguarding Adults, completing referrals, raising concern where necessary.
* Collaborate with other professionals, learn from them and share ideas and sessions
* Understand behavioural, psychological and emotional reactions to trauma and abuse
* Be equipped with varying approaches/ methods and skills to positively support CYP
* Keep records alongside data which reflects the improved wellbeing of the CYP’s
* Ensure the overall safety and well-being of the children.
* Plan and implement activities and experiences to promote children’s learning and development through a daily operational programme.
* Supervise the children during activities.
* Ensure that the creche is prepared and set out in readiness for each session and a high standard of hygiene is maintained.
* Undertake relevant training, where necessary.
* Work alongside with the CYP team to ensure the children are being supported holistically to their needs.
* Help with childcare for women’s activities in refuge during weekends and evenings.
* Hours would vary between 8am-8pm Monday- Saturday depending on needs of the service
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# Special Conditions (if applicable e.g. unsociable hours, extensive travel etc.)

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| * Able to work unsociable hours if required to undertake internal Haven activities.
* Travel to multiple sites to provide group sessions
* Able to work occasional weekends
* The hours are a guide to the conditions of service
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**PERSON SPECIFICATION**

The Person specification provides a list of essential and desirable criteria which a candidate should possess to be able to perform the job. Each of the criteria listed below will be measured through one or a combination of the following: A = Application form/CV; I = Interview; D = Documentation; R = References and T = Test.

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| **Job Title:** | CYP Creche Worker | **Job Purpose: To provide a supportive and effective counselling service to BAME clients**The Creche Worker will be responsible for the delivery of the group session crèche facility in The Haven Wolverhampton. S/he will be responsible for providing a high-level crèche facility with play and educational activities for children within a group setting. |
| **Date:** | August 2020 |

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| **factors** | **essential** | **DESIRABLE** | **HOW IDENTIFIED** |
| Experience | * Experience of recognising and correctly reporting safeguarding concerns
* Must have worked within Children’s Services within the last 2 years.
* Must have a variety of experience in working directly with and supporting vulnerable children and young people.
* Experience of working with people from diverse cultures and ethnic background
 | * Experience of working in a residential setting.
* Experience of working with survivors of domestic violence.
* Experience of working with children in a creche setting.
 | IRI/RA |
| Knowledge & Understanding | * Knowledge of the impact of Domestic Abuse to children’s emotional and behavioural well-being.
* Knowledge and understanding of Every Child Matters, Children’s Act (2005), Safeguarding principles, policies and procedures which impact on children and young people such as Early Help Assessments, MARF referrals
* Demonstrate knowledge of the need to work with parents to support the overall development of the children.
* An understanding of the importance of play and parental involvement
 |  | AIIA |
| Skills & Abilities | * Good computer skills to keep up to date records.
* Ability to work as part of a team and on own initiative.
* Creative approach to problem solving
* Group work skills
* Demonstrate the ability to respond appropriately and effectively when faced with difficult situations.
* Must be friendly, caring, helpful and flexible.
* Must also possess good listening skills, have patience, understanding and a non-judgmental attitude.
 | * Previous work with children.
 | AIIAIAI |
| Qualifications and Training. | * Must have had previous training around safeguarding children and young people.
 | * First aid
* Mental Health Awareness
 | A |
| Other special requirements | * Demonstrate a commitment to the aims and objectives of The Haven Wolverhampton in supporting women and any dependent children who are homeless through reasons such as domestic violence.
* Demonstrate a commitment to supporting Family Support Workers to ensure they are kept updated of differences made to the relationship with the mother.
* Ability to work flexibly to suit women and children’s needs
 | * Access to a vehicle to travel around the different refuge sites
 | IIR |