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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 |

**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. | I  R  I/R  A |
| 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 |  | A  I  I  A |
| 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. | A  I  I  A  I  A  I |
| 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 | I  I  R |