**Refugee Action Kingston:**

**Job Description**

**Title of post**: FUEL Summer Project - PLAYWORKER

**Job purpose:**  To deliver the daily activities as directed by the project lead for groups of children with refugee backgrounds and some aged 5-16 in a range of fun activities in line with the requirements of the FUEL programme which targets vulnerable refugee children in receipt of free school meals.

**Hours:** 5 hrs per day x16 days + 6 hrs of meetings £15 hour

**Responsible to:**  The Project Leader

The post holder follows, at all times, the organisation’s policies and procedures (including Equal Opportunities, Child Protection, Safeguarding, Health and Safety and Confidentiality).

An enhanced DBS check will be required.

**Supervision and preparation of project activities**

To lead and participate in the delivery of a range of stimulating activities for children and young people aged 5-16 years old.

To promote healthy food eating aimed at increasing understanding of nutrition in line with the project objectives.

To create a safe, welcoming environment for children and parents to feel relaxed, and comfortable.

To engage with parents in a positive manner and encourage them to undertake follow up activities with their children.

To facilitate and oversee the safety of children at all times.

Contribute to the daily diary of activities which will be used to report to funders.

Participate in the implementation of Health and Safety measures using the risk assessment in a dynamic and practical way.

To undertake all protective measures to maintain a Covid secure environment.

**Policies and Procedures**

To use risk assessment checklist to monitor activity on a daily basis and inform project leader of any risks.

To report back any welfare concerns.

To be informed of and implement RAK’s Child Protection and Health and Safety policy within all activities, in addition to the organisation’s policies and guidelines on working with the target group.

To ensure that Equality, Inclusion and Diversity is implemented within all project activities.

**Other duties and shared responsibilities.**

Attend planning meetings as appropriate.

Attend training and supervision meetings as appropriate. Including online safeguarding training.

Keep records and contribute to the production of a diary / report at the end of the programme.

**Essential**

Primary or Secondary Teaching Qualification or Level 2 TA or childcare equivalent.

Experience of working with children and vulnerable families with English as a second language, or with refugees.

Team working abilities and the willingness and ability to direct the work of volunteers.

Commitment to putting Equality, Inclusion and Diversity into practice and to promote them to children.

Ability to assess risk and an understanding of safeguarding procedures.

A commitment to the aims and objectives of Refugee Action Kingston, and an understanding of the problems facing asylum seekers and refugee families in the UK, including the multiple barriers to accessing and engaging with education.

**Desirable**

Previous experience of delivering extracurricular or after school programmes.

\*Refugee Action Kingston is obliged to comply with the Asylum and Immigration Act (1996) and this requires certain documents to be presented by candidates before an offer of employment can be made. If you are invited to interview, we will ask you to bring these documents with you.

For jobs which involve, for example, working with, or having access to children and/or vulnerable adults and their records, we will require an Enhanced Disclosure from the Criminal Records Bureau and need to have information from you regarding any previous, existing or pending convictions or cautions. This will form part of the recruitment process if you are successful after interview.

This post is exempted from the Rehabilitation of Offenders Act 1974 and you will need to declare any spent or unspent convictions to us. Please ask for a declaration form, if applicable.