Play Leader

Part–Time 15 hours per week (Term Time only)

An exciting opportunity has arisen for an experienced Playleader to become part of our team. Our organisation is a registered charity and a well-established, OFSTED registered provision which provides inclusive play services for children aged 4 – 11 years with and without disabilities in the London borough of Bexley.

We are committed providing a high quality level of care to the children, parents and carers who come to our Club. Our aim is to make a direct difference to the lives of children and young people wherever possible by encouraging them to explore new interests and participate in activities to which they may not usually have access in a safe, child-friendly environment.

Applicants must have experience of inclusive play, management and relevant Early Years/Play Work.

We will provide regular supervision and support as well as opportunities for learning & development and for career progression within the organisation

Salary negotiable depending on experience

Key areas of work will include:

* Daily operational management of the After School Club

        Leading on planning and implementation of activities, including EYFS & children with disabilities

         Child-centred and family-centred approach

         Knowledge and implementation of OFSTED requirements and relevant Childcare legislation and  ensuring that Policies and Procedures are updated and implemented accordingly

         Supervision of staff and volunteers

Skills & Abilities required

         Level 3 Childcare qualification

* At least 3 years experience of providing high quality childcare in a supervisory role

         Excellent organisational & planning skills

         Excellent communication & administrative skills

         Enthusiasm & commitment

         Professionalism

* Assertiveness

         Good command of English and high level of literacy & numeracy

         Ability to communicate at all levels

         Experience of dealing with challenging situations

         Able to create excellent links and relationships with schools and parents

* Able to delegate
* The post is subject to enhanced DBS check & satisfactory references

   Desirable

         Early Years Degree

         Valid Driving licence (preferably with own car)

         Ability to develop and market the service as and when required

Hours of work

15 hours per week from 3.00pm-6.00pm during term time (on a flexible shift basis)

Cover may also be required at our Holiday Clubs (on a flexible shift basis) between 8.30am–6.00pm

 Additional Information

As part of Continued Professional Development, the successful candidate will be required to undertake relevant training.  Some training is compulsory and this may have to be done at weekends and evenings

Cover at our other clubs in the local area may also be required from time to time (including holiday clubs)

If you are interested in applying for this post, please send your CV to: kids@smileyark.com quoting reference: Playleader/Feb19