



Centre for Children and  
Young People with Disabilities

Canolfan ar gyfer Plant a Phobl  
Ifanc gydag Anableddau

## DYNAMIC Centre for Children and Young People with Disabilities

### Job Description

<b>JOB TITLE:</b>	<b>Activity Support Worker</b>
<b>SALARY:</b>	<b>£10.65 p/h and a Mileage Allowance Payment</b>
<b>HOURS:</b>	<b>13 hours per week (These hours are to be worked after 3pm and at weekends as required)</b>
<b>EMPLOYER:</b>	<b>Dynamic Centre for Children and Young People with Disabilities</b>
<b>REPORTING TO:</b>	<b>Deputy Charity Manager</b>
<b>LOCATION:</b>	<b>Venues/Activities across Wrexham County Borough.</b>

#### Main Purpose of the role:

To provide tailored support to children/ young people aged 8 -19 years with disabilities/support needs so that they can access a sport, leisure, social or recreation opportunity in their local communities, developing their confidence and skills to achieve the goal of them attending independently after agreed support comes to an end.

This post is subject to an Enhanced DBS and barred list check for child and adult workforce and the worker must hold a full, valid, UK driving licence and have access to a car to use for business purposes.

A degree of flexibility may be required to meet the needs of the child or young person and/or the service.

#### Main Responsibilities:

- To support a child/young person or children/young people as per their assessed need/s so they can access a sport, leisure, social or recreation opportunity in their local community/communities.
- To transport a child/young person to their chosen sport, leisure, social or recreation opportunity in their local community.
- To work with the parent/carer or family to develop a transport plan for when the agreed support comes to an end to sustain attendance/participation in the activity.
- To be responsible for a designated child or young person during their activity session.
- To be aware of any medical/ physical /emotional needs of the designated child/young person or children/young people by reading their support plans, pen pictures, learning objectives etc. to ensure they can get the most out of their chosen activity.
- To work as part of a team, supporting the setting to fully integrate/support the individual child/young person and to be aware of and responsive to their support needs.
- To be aware of Health and Safety policies and procedures and risk assessments and ensure they adhered to as appropriate.

- To ensure the Project Coordinator is aware of the individual child/young person's time in session so that they can relay this to parents/carers and/or setting and answer any questions they have regarding the child's progress and development or passing information on to the Deputy Charity Manager/Charity Manager as appropriate.
- To maintain mandatory levels of training including Safeguarding, First Aid, Children's Care, Play, Learning and Development (CCPLD). Please inform the Project Coordinator/Deputy Charity Manager if you already have these.
- To attend other identified training courses to support children and young people within activities including Makaton, Moving and Handling.
- To complete all reporting and monitoring required in a full at the end of the activity to encourage positive and appropriate goal setting for individual care plans and targets.
- To attend and fully participate in termly team meetings.
- To attend and fully participate in individual supervision and annual appraisal.

### **Code of Professional Practice for Social Care in Wales.**

Sessional Support Workers must comply with the Code of Professional Practice for Social Care in Wales. The code is a list of statements that describe the standards of professional conduct and practice required of those employed in the social care profession in Wales. The Code plays a key part in raising awareness of the standards of conduct and practice that are expected of the profession.

The code states that 'Social Care Workers must:

1. Respect the views and wishes and promote the rights and interests of individuals and carers.
2. Strive to establish and maintain the trust and confidence of individuals and carers.
3. Promote the well-being, voice and control of individuals and carers while supporting them to stay safe.
4. Respect the rights of individuals while seeking to ensure that their behaviour does not harm themselves or other people.
5. Act with integrity and uphold public trust and confidence in the social care profession.
6. Be accountable for the quality of their work and take responsibility for maintaining and developing knowledge and skills.'



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### Person Specification – Sessional Support Worker

	Essential	Desirable
<b>Qualifications</b>		
A relevant QCF/ Diploma Level 2 or 3 (or a willingness to achieve these within 12 months of taking up post)	✓	
Food Hygiene, Safeguarding, First Aid, Manual Handling qualifications (or a willingness to achieve these within 6 months of taking up post)	✓	
<b>Experience</b>		
Experience of working with children/ young people	✓	
Experience of supporting children/young people with disabilities	✓	
Experience of supporting colleagues in a team setting	✓	
Experience of working in a busy and fast paced environment		✓
<b>Skills / Knowledge/ Abilities</b>		
Approachable manner with good interpersonal skills with ability to relate positively with children, young people and their families	✓	
Ability to maintain confidentiality and trust	✓	
Be an effective communicator, capable of delivering clear, concise, accurate information in different formats e.g. written reports, verbal updates	✓	
Ability to work in a busy setting and be able to manage competing demands and priorities effectively	✓	
Ability to escalate problems/issues/concerns at an early stage to ensure they remain in control	✓	
Have a flexible approach to the role and a commitment to learn new skills	✓	
Have good IT skills and the ability to record data accurately	✓	
Awareness/ knowledge of regulatory guidance, legislation, policies and procedures that govern and guide settings for children and young people including safeguarding and child protection procedures	✓	
Awareness/ knowledge of Person-Centred Planning and be committed to upholding this methodology in all aspects of work	✓	
<b>Equality</b>		
Knowledge of and commitment to Equality and Diversity	✓	
Empathy and sensitivity to the needs and experiences of children and young people with disabilities and their parents, carers and families	✓	
An understanding of the importance of Welsh Language and Culture	✓	
An understanding of the importance of other communication methods e.g. Makaton, BSL, PECS	✓	
Show a commitment to Dynamic towards its vision, aims and values and within established policies and procedures	✓	
<b>Other</b>		
Hold a full, valid, UK driving licence and have access to a car to use for business purposes	✓	