

JOB PROFILE

Post Title: Play Practitioner

Post Number: GENERIC

The Play Practitioner will assist in the delivery of a quality childcare service that offers children care, play and learning opportunities in a safe and stimulating environment.

The Play Practitioner will support the Manager/Lead Practitioner (Early Learning & Childcare and Out of School Club) in developing and delivering a safe hygienic and pleasant environment where mutual trust, respect, confidence and a caring ethos are evident in accordance with current legislation including the Roles and Responsibilities Framework of the Scottish Social Service Council for the Childcare Workforce.

The main duties of the Play Practitioner are:

- To work closely with the Manager/Lead Practitioner in developing and implementing a planned programme of activities that meets the needs of all the children taking into account the key areas of responsibility such as safety; nurture; health; achievement; activity; respect; responsibility and inclusion.
- To support and work closely with the Manager/Lead Practitioner in developing and delivering a quality programme linked to the national guidelines;
- To observe individual children and keep appropriate records e.g. individual care plans, observation records, in order to inform planning and report any areas of concern to the Manager/Lead Practitioner;
- To identify and support work with children who require additional support in their learning and development – through assisting with developing and delivering programmes that meet their needs and provide equality of opportunity;
- To work closely with the Manager/Lead Practitioner and other appropriate agencies, in implementing strategies suggested by other professionals from a variety of disciplines, which will enhance the quality of the child's experience within the service;
- To set up systems that enable children to be involved in the decision making process of the setting;
- To liaise and establish relationships with children, parents and carers to address the needs of children in the setting, providing regular feedback to parents and carers about each child's progress and achievements;
- To interact effectively with children to develop their confidence, extend their knowledge and experiences and increase their self-esteem;
- To provide appropriate support for each child and family at times of transition;

- To assist in outings ensuring Health & Safety Guidelines and Risk Assessments;
- To support the Manager/Lead Practitioner in developing and delivering opportunities for children to learn about hygiene, keeping healthy, diet and personal safety;
- To allocate work to and supervise and support Play Support Workers
- To undertake relevant administration duties as required, for example, ensuring daily registration is up to date, passing on any messages and contributing to individual care plans;
- To provide resources and opportunities to cater for a range of learning styles and preferences;
- To develop, identify and maintain resources to support the programme of activities;
- To be aware of the role of the Play Practitioner in relation to all policies and procedures, e.g. Child Protection, Roles and Responsibilities Framework of the Scottish Social Service Council, Health & Safety, Food Hygiene etc;
- To identify own training needs in line with legislation and the needs of the service;
- To build up good links with the local community;
- To undertake any other duties deemed appropriate for the effective performance of the role of Play Practitioner.

From time to time, the Council may require the post holder to undertake duties outside those specified.

PERSON SPECIFICATION

Post Title: Play Practitioner

Post No: GENERIC

This person specification describes the values and attributes of a suitable candidate for our role. Through the recruitment and selection process, we shall be looking for evidence that you understand, share and can demonstrate our values and possess the essential attributes.

Our Values

In Shetland Islands Council, **excellent service** is at the heart of everything we do. We provide **excellent service** by **taking personal responsibility** and **working well together**. We demonstrate this by;

1. Providing an excellent level of service, by making sure we understand, meet and manage our service users' needs.
2. Having a positive attitude and taking our responsibilities as employees of the council seriously. Working in an open and honest way, reflecting on our performance and looking for opportunities to improve and develop.
3. Demonstrating a positive attitude by being open-minded, fair, respectful, trustworthy and honest.

For more detailed information on the Council's values, please visit the Shetland Islands Council's website and search for 'Our Values'.

Additional post specific attributes are set out below;

	ESSENTIAL	DESIRABLE
<u>Personal Features/Qualities</u>	Good interpersonal and communication skills. Good observation skills. Good organisational skills. Ability to maintain confidentiality. Ability to work as part of a small team. Sensitivity to the needs of others. Highly motivated.	
<u>Relevant Experience</u>	Previous experience of working with young children in a childcare setting (eg. playgroup)	

Experience of supervising staff.

Education

Possession of SVQ Level 3 in Children's Care, Learning & Development, or equivalent to meet the SSSC registration requirement.

Skills, Abilities and Knowledge

Knowledge of childcare practices.

ICT Skills.

Knowledge of local and national Guidelines e.g. Roles & responsibilities framework (SSSC); Care Commission Standards; Inter-agency Child Protection Procedures, Curriculum of Excellence

Ability to display creative skills e.g. Arts and crafts.

Knowledge and understanding of childcare development.

Ability to prepare resources and activities.

Ability to supervise children.

Able to deal effectively with staff, parents and other agencies.

Allowances: Distant Islands Allowance

Evaluated Grade: H

Date of Evaluation: 24/4/13

PVG Membership: Childrens

Disclosure Check: n/a

Date of Last Amendment: June 2013

Updated for Single Status: -