


Job Description			 Nottinghamshire County Council
Title Voluntary Sector Technical Specialist - Youth and Play	Department: Children, Families Cultural Services	Post Ref Add Ref	
Job Purpose To support and develop Youth and Play Voluntary Sector provision			
Key Responsibilities  <div>1. Keep an up to date record and mapping of Play and Youth Voluntary sector activity and ensure this is accessible.</div> <div>2. Support the development of new equitable Play and Youth voluntary sector provision working with individual committees or umbrella organisations</div> <div>3. Give advice to management committees where appropriate</div> <div>4. Be the Young People's Service link with Corporate team responsible for the Local Improvement Scheme grant and prepare all assessments, records and monitoring for the Group Manager of the YPS</div> <div>5. Be the YPS link with the Nottinghamshire Voluntary Youth and Play Partnership</div> <div>6. To facilitate meetings of the Nottinghamshire Voluntary Youth and Play Partnership</div>		Key Accountabilities  <div>1. To ensure that the Council's standards for safeguarding and safer recruitment for work with children and young people are adhered to at all times, and that information is shared in a safe and appropriate manner</div> <div>2. To ensure the development and implementation of strategies to celebrate diversity and promote anti-oppressive values and attitudes within play</div> <div>3. To ensure that provision is integrated fully into the wider development of Children, Families and Cultural Services</div> <div>4. To ensure that a community's play needs are effectively assessed and services delivered according to that assessed need and in accordance with the Councils strategic targets and objectives</div> <div>5. To ensure that budget management reflects the financial procedures of the Council</div> <div>6. Ensure work within play provision complies with health and safety requirements</div>	
The post holder will perform any duty or task that is appropriate for the role described			

<b>Person Specification</b>	
<p><b>Education and Knowledge</b></p> <ol style="list-style-type: none"> <li>1. Level 3 qualification (or have evidence of being currently enrolled on a training course) in Play, Youth Work or a related field</li> <li>2. Knowledge of recent developments, policy and Government legislation relating to play and out of school childcare</li> <li>3. Knowledge of the importance of play and Youth Work in relation to child development</li> <li>4. Commitment to and understanding of equal opportunities, diversity and inclusion</li> <li>5. Commitment to and understanding of the active participation of children and young people in service design and delivery</li> <li>6. Knowledge of safeguarding practices and procedures in relation to play/youth work</li> </ol>	<p><b>Personal skills and general competencies</b></p> <ol style="list-style-type: none"> <li>7. A high level of personal drive and commitment to excellent customer care and the ability to set an example for other staff</li> <li>8. Strong interpersonal skills to gain the agreement and acceptance of others including colleagues, senior managers and customers.</li> <li>9. Ability to make decisions and solve problems to meet operational targets, involving devising solutions and prioritising the resources available</li> <li>10. Ability to meet agreed objectives and delivery targets by the effective use of resources.</li> </ol>
<p><b>Experience</b></p> <ol style="list-style-type: none"> <li>11. Experience of working a Play, Youth Work or similar environment with children and young people aged 5 - 19 years</li> <li>12. Experience of developing, delivering and evaluating play/youth work</li> <li>13. Experience of supporting providers of play or youth work</li> <li>14. Experience of working with a range of partners to develop play or youth work opportunities</li> <li>15. Experience of successfully managing a budget</li> </ol>	
<p><b>Role Dimensions</b></p> <ol style="list-style-type: none"> <li>16. To work across Nottinghamshire to ensure the appropriate provision of support to voluntary sector play and youth providers</li> </ol> <p style="text-align: right;"><i>Please attach a structure chart</i></p>	

Date 24.05.18