

## JOB DESCRIPTION & PERSON SPECIFICATION

<b>Title:</b>	<b>BOSP Support Worker</b>
<b>Salary:</b>	£5.92 to £11.68 per hour (in line with national minimum wage guidelines)
<b>Based at:</b>	Basildon, Billericay, Wickford, Brentwood and a variety of recreational sites. Sessions currently run on Saturdays, evenings and throughout the school holidays
<b>Reports to:</b>	Activity Co-ordinator
<b>The Role:</b>	To provide fun, caring and safe support to children and young people with disabilities during BOSP fun leisure activities



### Duties

- To work on a 1:1 basis or with a small group of BOSP children and young people with learning and physical disabilities during play and leisure sessions
- To assist in providing age appropriate play and leisure activities in a caring and supportive environment
- To offer stimulation and motivation through interaction and social activities
- To offer support when required in their physical and personal needs and carry them out when necessary e.g. washing, feeding, dressing, toileting, mobility; with respect for privacy, dignity and encouraging independence
- To be prepared to sit with small groups of children helping them with their activities and to join in
- To assist in all setting up and putting away
- To help maintain high standards of hygiene and cleanliness
- To help clear up after activities, wipe down all surfaces and make sure that things are properly put away
- To understand and carry out BOSP's Confidentiality Policy
- To report all concerns to the Activity Co-ordinator, except in circumstances as identified within the policies and procedures
- To follow any instructions that the Activity Co-ordinator/Senior Support Workers give you to ensure safety of the children and young people
- To have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures adopted by BOSP and in accordance with The Children's Act
- To ensure that your BOSP Handbook is always up to date
- Any other associated duties that are required

### Person Specification:

- To comply with an enhanced DBS check and suitable references
- To be sensitive and caring to the needs of the families, children and young people who use BOSP's services
- Have knowledge of childcare and child development, in particular special needs, challenging behaviour and adults with severe learning disabilities
- A strong sense of responsibility and alertness to potential risks and hazards that affect children
- Good verbal, written and listening skills
- Ability to develop and maintain respectful relationships and confidences
- The ability to protect confidential information in line with BOSP's Confidentiality Policy
- Commitment to anti discriminatory practice and equal opportunities
- Commitment to promoting BOSP's core values
- Respect for people's culture, be open minded and non-judgemental
- Able to foster an atmosphere of mutual trust and support with work colleagues
- Flexible, positive, with a can-do attitude and a good sense of humour