Early Intervention and Play Leader - Job description



# Early Intervention and Play Leader - Job description

**Responsible to: MSI Consultant/Family support manager**

## Description of Role

Ensuring children and families get the best possible start is a strategic priority for Sense as set out in our organizational Strategy 2021 – 2026. The development of a national Early Intervention and Play service is a key part of delivering this strategic priority.

The Early Intervention and Play Service will support children with complex disabilities and their families with all aspects of development, including communication, interaction and play. By providing information, guidance and support; along with delivering pre-school sessions, developing activities and resources, and providing family events; the service will give families the skills, strategies and confidence to interact, build relationships and communicate with their child. It will enable children to have fun, be happy, thrive, learn and enjoy the moment.

Early Intervention and Play Leaders are responsible for providing direct support to children

0 – 8 years with complex disabilities and their families, in their own homes, in the community and at our centres. They will develop and deliver sessions based on the specific needs of children and families, working individually with families or in groups. They will also facilitate online activities as part of our digital offer to families.

## Specific Responsibilities

1. Service Delivery

* To identify children and families within Northern Ireland that would benefit from early intervention and support with all aspects of child development, including communication, interaction and play.
* To work in collaboration with other agencies as part of the local early years pathway to provide support and activities for children with complex disabilities and their families. This will include supporting families in their own home, in community settings and at the Sense Belfast Hub. Activities will include delivering regular stay and play groups, drop in activities, Saturday and evening sessions.
* To provide a programme of online activities and resources for children and families as part of a digital offer. This includes working alongside other Sense colleagues and external partners to provide engaging and meaningful activities.
* To make referrals to other agencies and services to ensure holistic support for families with education, health and social care.
* To maintain accurate and up to date records of contact and engagement; providing reports on outcomes and progress on a regular basis.
* To collaborate with the Sense Specialist Services for Children, Young People and Families to ensure that support for families is joined up, effective and outcome focused. This will include delivering joint sessions and making effective use of resources, equipment and facilities.
* To provide information and advice to families about the specific needs of their child; and the support that is available to meet those needs, including linking families with other Sense services.
* To contribute to the comprehensive assessment of need for children and families, by liaising with other agencies and producing support plan reports and evidence from individual learning journeys
* To provide information and advice within the scope and remit of the role; referring on and seeking advice from other members of the team as appropriate.
* To promote the Together Project and the wider Sense services for children, young people and families by establishing and maintaining positive working relationships with internal colleagues, including supporting fundraising and supporter engagement activities

1. Safeguarding

* To work within Sense policies and procedures and current legislation relating to health and safety; and the safeguarding of children and young people.
* To identify, report and refer any concerns relating to the safeguarding and protection of children and young people in line with Sense procedures.
* To maintain appropriate and contemporaneous records relating to safeguarding
* To undertake regular learning and development on all aspects of safeguarding in line with Sense procedures

1. Other Duties

* The post requires flexibility and involves working occasional weekends and evenings to deliver activities
* To actively promote the principles of equality, diversity and inclusion
* To carry out any other duties commensurate with the nature and grade of the post
* The role will require regular local travel across Northern Ireland

# Early Intervention and Play Leader - Person Specification

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| **Education and Training** | |
| **Essential Criteria** | **Desirable Criteria** |
| A recognised qualification in play work, childcare NVQ Level 3 or CACHE level 3 Diploma in Childcare or an equivalent NVQ level 3 qualification | Evidence of relevant post qualifying training, including communication, SEND or safeguarding |
| A willingness to undertake training in relevant topics, alongside MSI Intervenor | Paediatric First Aid training, Makaton trained or BSL level1 |
| **Achievements and Experience** | |
| **Essential Criteria** | **Desirable Criteria** |
| Evidence of experience of working with children and young people with disabilities in an Early Years/Nursery setting or education/health setting |  |
| Experience of working as part of a  team to develop resources and activities for children and families | Experience of 1/1 and group work with children/young people |
| Have a full driving license and be able and willing to travel throughout Northern Ireland ( with business use insurance) |  |
| Experience of working as part of a multi-disciplinary team with colleagues from other agencies; developing and maintaining effective working  relationships | Proven experience of assessing and monitoring individual progress of children with complex disabilities, including maintaining clear and precise records of work |
| **Skills & Abilities** | |
| Able to communicate and develop effective working relationships with children, young people and families,  based on respect, trust and confidence |  |

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| Knowledge of safeguarding and child protection procedures |  |
| Able to build and maintain effective working relationships with internal and external stakeholders |  |
| Able to deliver fun, engaging and accessible activities for children and  young people | Experience of organising and running family events |
| Proficient in using MS office and databases |  |