



Job Description

JOB TITLE:	Adventure Playground Manager
RESPONSIBLE TO:	Head of Adventure Play
HOURS:	35hrs per week
PAY:	£30,012
LOCATION:	Martin Luther King and various adventure playgrounds in Islington.

Job Summary:

Islington Play Association (IPA) manages five adventure playgrounds across the borough and requires excellent playworkers to deliver the service. As Adventure playground Manager you will manage an adventure playground and a team of playworkers. You will be responsible for all aspects of the play offer on site. Annual leave for this role must be taken in term time.

Primary Functions

- To ensure that the playwork principles are used to establish the professional and ethical framework for all aspects of playwork practice and provision.
- To act as the primary advocate for the playground, maintaining a positive relationship with children and their families, and creating positive links with individuals, volunteers, organisations and businesses in the local community
- To take responsibility for the monitoring and maintaining of adventure play structures.
- To manage the site, staff and resources to deliver an excellent child focussed adventure playground service.
- To support self-directed play taking account of the health and safety needs of children, young people, staff and volunteers.
- To work collaboratively with partners and colleagues, including schools, to increase access for children and young people.
- To work within the policies of the IPA, especially those concerned with Equal Opportunities, Health and Safety and Safeguarding.
- To carry out administrative duties and collect relevant management information as directed by the Head of Adventure Play, including IYSS and observations of children's play.
- To constantly improve practice and ensure opportunities for staff development.
- To be a reflective playworker and to see new experiences as opportunities to develop new skills for working with children.
- To maximise opportunities for income generation for the service

Duties and Responsibilities

Specific duties are as follows:

1. To ensure play opportunities support risk and challenge for children and young people

and to use risk-benefit assessments.

2. To work collaboratively with staff and children to develop opportunities which reflect and change with the diverse play interests and needs of the children.
3. To manage the booking systems and finances of the site.
4. To line manage and supervise the playwork team on site including volunteers.
5. To monitor, maintain, build and develop outdoor adventure playground structures, including the involvement of children.
6. To maintain systems which support the health and safety of staff, children and visitors in line with current legislation and organisational policies and procedures.
7. To complete regular Health and Safety checks of the playground premises, which includes play structures and a building.
8. To develop and disseminate material to promote the Adventure Play service to children, families and young people in the area to increase access.
9. To be committed to work in the best interest of children, including in the daytime, afterschool, evenings, weekends and holidays as appropriate.
10. To work alongside the senior team ensuring that:
 - Service is delivered in line with current play evidence and philosophy, IPA policy and Article 31 UN Rights of the Child.
 - The ideas and interests of children and young people are observed and acted on.
 - Work is evaluated and reports are produced on current and future work as necessary.
11. To keep informed of current legislation, regulations, local and national issues, and implement in daily play practice as appropriate.
12. To operate within professional boundaries when developing and maintaining relationships with children, young people and families in the local area.
13. To develop ongoing, good quality adventure play work and outreach initiatives, including to schools, which are relevant to the local needs of children and young people and reflect the IPA's key priorities.
14. To work with parents, carers, teachers, social workers and other relevant professionals to advocate for individual children and young people and for children's play in general.
15. To use IT systems to carry out administrative duties, eg finance and monitoring, in conjunction with administrative staff and in accordance with IPA procedures.
16. To follow procedures relating to Early Help services and Islington Safeguarding Board's 'working together' programme including acting as lead professional where appropriate.
17. To perform the function of Designated Safeguarding Officer for the playground.
18. To ensure that duties are undertaken with due regard and compliance with the Data Protection Act and other legislation.
19. To be alert to and act on concerns regarding any children's safety, health and well-being, acting in accordance with safeguarding procedures and child protection legislation.
20. To conduct yourself in a manner compatible with an organisation that works with children, promoting equalities and equal opportunities in all aspects.
21. To undertake other reasonable tasks as directed by your manager(s).

Person Specification

There are five core competencies required for any role within IPA. You will be:

- Resourceful
- A good listener
- Committed to our values
- Reflective
- An advocate for play

There are a further three competencies required for this role: You will be:

- Emotionally intelligent
- Responsive
- Dynamic

The following qualities and experience are **essential** and should be addressed in your application:

1. Substantial full time experience of working with children in an inner city setting
2. Qualified to level 3 in Playwork or another relevant study (including, youth work, teaching, childcare, art, architecture etc)
3. Experience of effective management of staff, budgets and premises
4. Ability to work and communicate effectively within a team situation, taking the lead in both supervision of staff and complicated work loads
5. A commitment to play and playwork along with an understanding of why play is essential to children's development and wellbeing.
6. Excellent numeracy, literacy and IT skills in order to carry out administration duties, e.g. report writing, project proposals, managing data systems, financial transactions etc
7. Ability to monitor and to carry out routine maintenance work on adventure play structures
8. Awareness of and commitment to the IPA Equal Opportunities policy and work to promote equality of opportunity for staff, children and young people
9. Ability to empathise with and support staff, children and young people within clear professional boundaries
10. An understanding of the Health and Safety requirements for the post including Safeguarding and risk benefit assessments.
11. Experience of partnership working
12. An understanding of and ability to use IYSS or other similar management information systems.
13. An acceptable Enhanced Disclosure and Barring Service check

The following would be **desirable**:

- Experience of managing a childcare, playwork or youth setting.
- Proven track record of successfully sourcing external funding in developing playwork.
- A clean full driving license.
- A First Aid qualification.