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**PEEK Early Years Worker**

35 hours per week, flexible between 8am-8pm

Evening & weekend will be required

PEEK Office – Legacy Hub, 301 Springfield Road, G40 3LJ

Salary: £18,795 - 20,751

As an Early Years Worker you will provide high quality support and deliver impactful play and creative arts experiences for children aged 0-5 and families who face barriers to participation in community life. These barriers may include but are not limited to trauma, gender based violence and abuse, drug and alcohol misuse, housing and homelessness, English as a second language, additional support needs and physical and mental health. You will have experience of planning and delivering impactful sessions that are inclusive, accessible and developmental.

We are looking for individuals who are positive, empowering and resilient and embrace trauma informed practice.

The Early Years Worker will work across #TEAMPEEK and will engage with delivery partners including schools and statutory services including police and social work to support children and families in programme delivery across Glasgow. You will work closely with your team to develop and implement a delivery plan and targets to enable children and families to ‘play’, ‘create’ and ‘thrive’.

**SUCCESS CRITERIA**

**PLANNING AND DELIVERY**

1. Support all work associated with the delivery of the programme ensuring content is suitable to the age, physical, emotional and social ability of all participants and is in line with health and safety standards and national governing body standards;
2. Support delivery of high quality sessions face to face and through social media engaging children and families;
3. Collaborate with wider #TEAMPEEK colleagues to support the development and implementation of a delivery plan and targets;
4. Support the protection of children, young people and families by following PEEK’s Child Protection and Vulnerable Adults policies and procedures at all times;

**MONITORING AND EVALUATION**

1. Support regular evaluation reviews of programme delivery ensuring the continuous improvement of our services for our children, families and other stakeholders;
2. Ensure all data recording including information on children, families and partners is captured accurately enabling robust impact assessment, delivery of funding agreements and the effective use of our resources;

**PARTNERSHIP WORKING**

1. Maintain relationships with local partners, schools & networks reaching all children, young people and families who need us most;

**FINANCE, FUNDING AND FUNDRAISING**

1. Support the Wellbeing Development Manager in setting annual programme budgets and operate in line with the standards set out by the organisation;

**PERSON SPECIFICATION**

**Skills, Knowledge and Experience**

Understanding and familiarity of the following acts: Child Poverty Act (Scotland); Safeguarding Children, Young People and Vulnerable Adults; Equality Act; Data Protection; Food Insecurity; Adverse Childhood Experiences; UNCRC; GIRFEC; CfE; trauma informed care; youth work principles; and the welfare system.

At least 2 years’ experience of working directly with children aged 0-5 in an Early Years setting.

Experience of supporting families who face barriers to participation in community life.

Experience of delivering programmes, services, processes and systems to achieve outcomes, individually and as part of a team.

Experience of building positive relationships with colleagues, children, young people, families and professionals.

Experience of conducting and working with Risk Assessments.

Experience of multi-tasking and working calmly under pressure.

Experience of monitoring and evaluation of programme delivery using data to produce high quality reports.

Experience of working in a values-based culture and leading with integrity, compassion and dignity.

Adaptable and flexible to suit the needs of the organisation.

**Qualifications and Training**

Be in possession of a relevant certificate, diploma or degree qualification.

Training relevant to the role such as play training, creative arts, etc.

Be in possession of PVG membership or willing to become a member.

Desirable: be in possession of a driving license with access to a vehicle.

*This job description is an outline of the role and is not an exhaustive list of all possible duties and responsibilities. The post-holder will be expected to carry out any reasonable duties as requested by PEEK.*