



Families Activities Worker Job Application Pack

March 2023

- Would you like to work with children under 5, providing activities that help them to grow and develop?
- Are you interested in helping to build a community of parents who learn from and support each other?
- Are you looking for a part-time, term-time only role that fits around other commitments?

We're looking for a Families Activities Worker at the Winch, who can help us deliver a welcoming and engaging programme of activities for parents and children under 5 that enables families to connect, learn and support one another.

What is the Winch?

The Winch is a dynamic children and young persons' charity in Swiss Cottage, Camden.

Founded in 1973, when our community repurposed a formerly derelict pub as a much needed youth space, we now engage and work with over 1,600 children, young people and families each year.

The Winch delivers a cradle to career pipeline of opportunity, through play, youth-led, sports and social action programmes, working alongside children, young people and parents to develop their strengths, skills and sense of belonging.

To make north Camden a great place to live, learn and grow up in, we help people to read, create and connect at Belsize Community Library and back community-led change through the North Camden Zone.

What is the Family Support Programme?

The Winch's Family Support programme for parents and children under five makes a big difference for families. We work alongside parents and carers to help them navigate the joys and challenges that early parenthood brings. We want parents to be confident to make choices that support the health and happiness of the whole family. We achieve this by creating safe, inclusive and nurturing groups, courses and activities for parents and their young children.

We provide practical strategies and information so parents have the tools they need to achieve the changes they want to see. While parents take courses, we provide a free crèche, which gives parents a bit of a break to reconnect with themselves and their own needs. We foster the development of a growing community of parents that provide emotional support to one another, that helps build friendships and encourages parents to shape and lead the programme.

The Family Support programme is facilitated by a small team that delivers a full programme of work. This includes partnerships with Camden's Family Learning Team, and other local agencies. We were one of the only providers to continue to provide face to face services during lockdown. We listen to our parents and adapt our provision to meet their hopes and needs.

Who will thrive in this role?

We are looking for someone who will enjoy working with a community of parents and their children. You will understand the challenges of being a new parent or a parent of a child under five. You will be a relatable 'people person' and have an ability to connect with people that are different from you, making them feel valued, seen and safe.

You like to learn new things and are able to be flexible. You are organised and are comfortable and confident managing detail. You are computer literate and love a good plan or a spreadsheet to help coordinate and organise things. You like to work as part of a team and are passionate about making a positive difference to the lives of families in Camden.

Job description

Job title	Family Activities Worker
Employing body	The Winchester Project (The Winch)
Location	The Winch, 21 Winchester Road, London NW3 3NR and offsite locations in the local community
Accountable to	Lead Parent Organiser
Salary	London Living Wage + holiday entitlement
Hours of work	10 hours per week, term time only Monday & Tuesday 10am-3pm
Probation period	Three months
Length of contract	Permanent
Role Purpose	The Family Activities Worker will support and deliver activities for the Family Support Programme. The Family Support Programme works with parents and children (aged under 5) who may be experiencing multiple challenges. Our programme is underpinned by a strengths-based, relational approach.
Accountabilities	The Family Support Programme sits in the Winch's Communities team. The Family Activities Worker is managed by the Lead Parent Organiser, who reports to the Head of Communities. The Head of Communities reports to the Winch CEO. The Family Activities Worker will work with families with children under five, partner organisations and the wider Winch team.

Key responsibilities

- Provide a warm, welcoming and empathetic environment for parents and carers from different backgrounds, building positive relationships with them and their children.
- Help plan and coordinate a programme of enriching activities and learning opportunities for parents
- Plan and deliver high quality play and developmental activities for children
- Foster strong relationships with partner organisations delivering sessions and support within our programme and to cross-refer parents and children who might benefit from each other's services.
- Ensure the quality and continuous improvement in our provision through planning, preparation, monitoring and evaluation, and reporting
- Reflect, capture and embed your personal and the programmes learning
- Work collaboratively with staff and volunteers, partners and stakeholders.

General duties

- To exhibit the Winch's values at all times
- To participate in individual and team meetings, supervision and appraisals, as required
- To ensure positive, productive, and supportive team relationships
- To provide excellent care for the communities we serve
- To demonstrate commitment to, and take responsibility for, safeguarding children, young people and adults, in the context of your role
- To take responsibility for your professional development and learning, participating in training to gain or improve your skills and knowledge
- To demonstrate commitment to the principles of Justice, Equity, Diversity and Inclusion
- To contribute to the dialogue about the identity, ethos and aims of work with children and young people at the Winch
- To act as an ambassador for and champion of the organisation
- To participate in wider activities to support our work, including infrequent and planned evening or weekend work, contributing to the Winch's wider strategy, ethos and development

Person specification

Essential	Desirable
<p>Understanding of the challenges facing parents and children under 5 growing up in Camden</p> <p>Able to develop professional and productive relationships with children, parents, partners and colleagues</p> <p>Experience of planning and delivering sessions for children under 5 in group settings</p> <p>Ability to work sensitively and respectfully with the community, representing their lives, their ambitions and the challenges they face with dignity, respect and care</p> <p>Practical knowledge and understanding of safeguarding and child protection</p> <p>Excellent organisational skills and attention to detail</p> <p>Able to work in a busy and complex environment which is regularly accessed by the wider public</p> <p>Able to work in both a flexible and disciplined way,</p> <p>Able to work both independently and cooperatively as part of a diverse team</p> <p>Confident in using Microsoft Office suite and Google Suite</p> <p>Excellent communication skills</p> <p>Support for the aims and values of the Winch</p>	<p>Experience of working with families, including those facing multiple challenges, in a diverse inner-city context</p> <p>Experience of working within adult and/or child safeguarding policies and procedures in England.</p> <p>Experience of working in a charity or non-profit environment</p>

The Winch values

We're committed to the following values:

- Act with integrity because we believe that authenticity must lie at the heart of what we do.
- Be ready for anything because we recognise that others' lives and situations require us to be flexible and responsive.
- Go the extra mile because we understand that additional commitment is often needed to make a difference, whether to a child or a professional.
- Show compassion because we see each person we work with as a unique individual and part of our community.
- Take the initiative because we feel that too often interventions fail or systems miss the point because nobody is being proactive and seeking out solutions.
- Work collaboratively because we believe that children, parents and everyone committed to supporting them hold part of the solution.

Benefits of working at the Winch

- We are a small, supportive and dynamic team
- We offer learning opportunities to help you grow in your role
- We are committed to enacting our principles of justice, equity, diversity and inclusion
- We are firmly anchored in and driven by our values
- We offer all new employees the opportunity to join a contributory pension scheme.

Important note

The Winch is committed to keeping children, young people and vulnerable adults safe from harm. The successful candidate will be subject to Enhanced DBS checks and be required to undertake safeguarding training. We will undertake online checks of our preferred candidates, as part of our safer recruitment processes and in line with statutory guidance.

The Winch is committed to the principle of equal opportunity in employment and its employment policies for recruitment are designed to ensure that no job applicant or employee receives less favourable treatment on the grounds of race, colour, nationality, religion or belief, sex, sexual orientation, marital status, age, ethnic and national origin, disability or gender reassignment. You can read more about the Winch on our website at thewinch.org

How to apply

Please send your CV and a one-page statement describing your skills and experience in light of the job description above. Please also include what you could offer the Winch and why you would like the position.

Please send this via email to alice@thewinch.org by 9am on Monday 27 March 2023.

We will aim to notify shortlisted candidates on Monday 27 March and hold interviews on Thursday 30 March.