



Team Leader

Job description

Responsible to: Operations Manager

Job purpose: To coordinate and deliver high quality services in accordance with Play Midlothian's objectives, enabling children to thrive through play

Line manages: Community Playworkers and Assistant Play Workers

Key job outcomes:

- 1. Service users (children, young people and adults) receive high quality support, tailored to their needs and the service objectives.** Provides support to service users and builds appropriate relationships. Facilitates all types of play. Leads on tailoring support, including strategies to manage challenges.
- 2. Play skills and knowledge are shared with and embedded in communities.** Raises awareness of play. Delivers effective training and capacity-building support on play to a range of stakeholders. Produces content on play for wider dissemination.
- 3. Play Midlothian's services run effectively and efficiently.** Accountable for managing the practicalities of service delivery and for decision-making at sessions. Effectively utilises delegated budgets. Assists with publicity as required. Arranges rotas and absence cover within approved parameters with support from the Operations Manager.
- 4. Play Midlothian's service delivery is appropriately risk managed.** Uses good judgment for dynamic risk-benefit assessment during sessions, and supports the play team to improve this skill. Writes risk-benefit assessments for services with approval from the Operations Manager.
- 5. The play team is supported to deliver high quality play sessions.** Accountable for facilitating reflective practice in the play team. Supports the play team to meet service objectives and required standards, with support from the Operations Manager. This includes managing regular Support and Supervision meetings with staff as well as conducting annual appraisals. Identifies learning needs, and plans training and support for Community Playworkers as required.
- 6. Play Midlothian has a good understanding of the participant experience of our services.** Implements approved evaluation plans and methods, and collates data as required. Observes and listens carefully at sessions. Helps bring the perspective of service users to planning at all levels.

Other responsibilities:

- Any other duties relevant to the responsibilities of the post and which may be delegated by Play Midlothian management.