



JOB DESCRIPTION

Job Title:	Youth & Play Worker
Responsible to:	Center Manager (Youth and Play)
Operational Area:	West of England
Location:	The Vench, Lockleaze (Bristol)
Date:	June 2026

TASK SUMMARY

At The Vench, we are on a mission to ensure all children and young people in Lockleaze live happy and healthy lives by providing a safe and vibrant space to play, learn and grow. We are looking for passionate and professional Youth & Play Workers to deliver inclusive, safe, free and exciting play and activities for children, young people and families.

The Vench is a much-loved adventure playground and community centre in the heart of Lockleaze. For over 50 years we've been inspiring imaginative play in a safe, supportive and fun environment to help children and young people learn and grow.

This post will be subject to an Enhanced Check with Lists from the Disclosure and Barring Service. Groundwork South's Working with Children & Adults at risk policy supports staff in putting into practice our commitment to safeguarding the welfare of children and young people under the age of 18.

Main Duties

- To facilitate and support young people's self-directed play.
- To introduce ideas and activities and support children's initiatives that help to create a challenging, stimulating and rich play environment.
- To be responsive to a range of play types, behaviours and experiences and allow young people control and autonomy over the content and intent of their play; whilst facilitating positive behaviour.
- To collaborate with other staff in the planning and running of sessions so that the playground offers a broad range of play and activities, considering the needs and wishes of young people, families and the wider community.
- To apply anti-discriminatory and anti-oppressive practices at all times and to work in line with Groundwork's equalities policy.
- To provide a warm, welcoming and inclusive play environment where individuals are valued, and appropriate adaptations are made to maximise all young people's engagement.

- To work professionally as part of a team, participating in individual and team reflective play work practice; supervision; appraisal; professional development; recording; reporting; and contributing to quality improvements as required.
- To contribute to the collection of data, recording information and maintaining records, as needed. For example, daily registers, accident and incident forms etc.
- To create, produce and implement social media posts and help keep The Vench website up to date.
- To actively engage in consultation with young people and encourage participation in and ownership of The Vench.
- To oversee and support the preparation and serving of food. *Training will be provided if needed.*
- To provide information about skills, training needs and potential conflict of interests or commitments in advance in order to support effective forward planning, reliable staffing rotas and assist with service management requirements.

KEY AREA: CUSTOMER SERVICE

Actively assist with customer service taking a lead in day to day operations to ensure that exemplary customer service is delivered with residents, tenants and leaseholders and clients.

KEY AREA: QUALITY

Focus on customer satisfaction and delivers a quality service to the agreed standards

KEY AREA: SAFEGUARDING CHILDREN & ADULTS AT RISK

Groundwork South is committed to safeguarding a promoting the welfare of children and adults at risk. It is the responsibility of each employee to familiarise themselves and comply with the organisation's procedures and systems on safeguarding children and adults at risk. Primary responsibilities are:

- To adhere to the Safeguarding Policy and Procedures.
- To adhere to the Safer Recruitment Policy & Procedure.
- To report any safeguarding incidents or concerns immediately to your Designated Safeguarding Officer or Lead Designated Safeguarding Officer.
- To complete any Safeguarding Awareness training as required by Groundwork South
- If required for your post, undertake an enhanced DBS check and maintain annual membership through the update service.

KEY AREA: HEALTH & SAFETY

Groundwork South is committed to ensuring the health, safety and welfare of its employees and it will, so far as is reasonably practicable, establish procedures and systems necessary to implement this commitment and to comply with its statutory obligations on health and safety. It is the responsibility of each employee to familiarise themselves and comply with the organisation's procedures and systems on health and safety. Primary responsibilities are:

- To report all Health & Safety occurrences including potential hazards to line manager.
- To comply with Groundwork South Health & Safety Policy and Regulations.
- To carry out routine checks on vehicles, equipment and machinery and report any defects to line manager.
- Use, store and maintain tools and equipment in line with Health and Safety best practice.

ADDITIONAL RESPONSIBILITIES

- Adhere to all the policies and procedures of the organisation.
- Contribute to the Trust's work in maintaining existing and achieving future accreditations and standards.
- Commit to Continual Professional Development and undertake any training and development deemed necessary to fulfil criteria of post.

- Any other duties commensurate with the level of the post.

GROUNDWORK SOUTH VALUES

All employees of Groundwork South are required to understand and contribute to the organisation's values. Groundwork South is committed to transforming people's lives and places through social, economic and environmental action. In terms of development and delivery of these projects we work across three business themes, Communities & Landscape Design Services, Youth, Employment & Skills and Environmental Services and we successfully deliver these projects by adopting a clear set of values:

- Passion
- Commitment
- Empathy
- Professionalism
- Innovation

Factor	Criteria	Essential	Desirable
Qualification	Hold or be working towards a Level 2 Play Work or Youth Work qualification or higher, or equivalent.		X
	GCSE Maths and English or equivalent.		X
Knowledge	Knowledge of and commitment Youth Work and/or Play Work principles.	X	
	An understanding of health and safety, safeguarding and maintenance risks/issues in a play environment and some knowledge of how to manage those risks using dynamic risk assessment.		X
	Demonstrate a commitment to and understanding of the principles of equality, diversity, and inclusion in a play environment.	X	
Experience	Experience of working with young people in a Youth & Play Work setting.	X	
	Be able to demonstrate good knowledge and understanding of the role and responsibilities of the Youth & Play Worker.	X	
	Experience of enabling and empowering young people to explore, try to things and build their confidence	X	
Skills	Proven ability to communicate effectively and build relationships with young people and families from a diverse range of ethnic and social backgrounds.	X	
	Excellent team worker with very strong communication skills and an ability to work collaboratively with teams of Youth & Play Workers and volunteers.	X	
	Demonstrate ability to prioritise the needs of young people.	X	
	Ability to collect and record data both manually and using IT		X
	Some practical/creative musical, craft or Forest School skills.		X
	Physical ability to move swiftly across the playground and climb structures.	X	
	Ability to reflect on your practice and seek opportunities for personal development to improve the play opportunities for young people.		X
Special Requirements	A Lockleaze resident or someone with a good understanding of Lockleaze and the needs of young people in our community.		X
	Be able to work flexible hours including evenings, weekends and holidays, both indoors and outdoors.	X	
	Be enthusiastic and committed to The Vench's vision: All young people in Lockleaze live happy and healthy lives.	X	

TERMS AND CONDITIONS

Salary	NMW 16-17 years old - £8.00 18-20 years old - £11.48 Over 21s years old - £13.45
Contract	Zero hours
Hours of work	Groundwork makes no promise or guarantee of a minimum level of work to you and you will work on a flexible, "as required" basis.
Place of work	Your normal place of work will be The Vench. You may be required to travel on Groundwork's business to carry out your duties at other locations as may be required for the proper performance of your duties.
Holidays	Your holiday entitlement will depend on the number of hours that you actually work and be pro-rated on the basis of a full-time entitlement of 28 days' holiday during each full holiday year (including the usual public holidays in England and Wales). Holiday will be allocated in hours.
Pension	Groundwork will comply with the employer pension duties in respect of the worker in accordance with Part 1 of the Pensions Act 2008 in relation to the Groundwork Pension Scheme, or such other registered pension scheme as has been set up by Groundwork. Participation in such schemes is subject to satisfying certain eligibility criteria and the rules of such scheme as amended from time to time.
DBS Pre-Employment Check	This post will be subject to an enhanced DBS with barred lists check.
References	Employment to this post will be subject to receiving two satisfactory references. We reserve the right to approach any previous employers quoted to obtain a reference if deemed necessary.
Proof of Eligibility of right to work in the UK	Evidence must be provided to comply with the Immigration, Asylum and Nationality Act 2006.
Training	Undertake any training and development deemed necessary for the pursuance of the post, as identified through the induction and supported through our appraisal process.

The above job description is a guide to the work you may be required to undertake but does not form part of your contract. The above job description is a guide to the tasks you may be required to undertake and may change from time to time to reflect changing assignments.

I have read and agree that this job description and person specification accurately defines the role.

Signed

Printed

Date