



Farm Adventurers Deputy Coordinator

Responsible to	Farm Adventurers Coordinator
Responsible for	Farm Adventurers Workers
Grade	C

Purpose

To support the Farm Adventurers Coordinator (FAC) to develop, lead and manage the Farm Adventurers service providing exciting experiences and opportunities for children in the outdoor environment.

Main duties and responsibilities

Leadership and Management

- ◆ In the absence of the FAC, to lead and manage a team of staff to provide varied opportunities for children in the Farm's environment.

Children

- ◆ To promote and value the experiences of all children involved
- ◆ To foster respectful and warm relationships with the children
- ◆ To assume responsibility for all the children left in your care and ensuring high standards of supervision and encouraging personal hygiene with the children including being observant of their general health, safety and welfare.
- ◆ To work with all aspects of the Early Years Foundation Stage Framework (EYFS) in ensuring all children's developmental needs are met.

Routines

- ◆ To ensure that health and safety checks are carried out before every session and all areas used are left clean and tidy at the end of each session.
- ◆ To monitor the condition of toys, equipment and environment in terms of safety, hygiene and correct storage, and to report any concerns immediately.
- ◆ Plan and deliver clearly structured sessions which meet all areas of the curriculum and coincide with children's interests.

Parents or carers

- ◆ To work closely with parents/carers to meet the needs of their child/ren.
- ◆ To ensure good communication between staff and parents/carers.

General

- ◆ To work as a member of the team including attending staff meetings, supervisions and other meetings as appropriate.
- ◆ Undertake training and regular supervision as part of your personal and professional development.
- ◆ To liaise with all Farm staff and other professionals to ensure the children have rich and stimulating Farm experiences.
- ◆ To work with the Children & Family Services Administrators, ensuring all necessary paperwork is carried out and finances are in order.
- ◆ To work with and implement all Children and Family Services and Farm Policies and Procedures.
- ◆ To work in line with professional expectations at all times and carry out any other duties appropriate to the responsibilities of the post, as required.
- ◆ To support other Children and Family Services as and when required.



Person Specification

Essential

These are the minimum qualities and levels of skills or experience you must have in order to be considered for this job:

- Level 3 qualification in Childcare.
- Enjoyment and experience of providing a variety of outdoor experiences.
- First Aid Certificate.
- 2 year's paid experience of working in early years.
- Awareness of Health and Safety issues in Early Years.
- A clear understanding of the tasks and responsibilities involved in caring for young children.
- Ability to provide a range of stimulating activities for young children.
- Experience of working with the EYFS framework.
- Knowledge of child development.
- Ability to monitor and record children's development.
- Ability to communicate appropriately with children, parents and colleagues.
- Organisational skills.
- The ability to work as part of a team.
- Ability to stay calm under pressure and work with interruptions in a busy environment.
- Enthusiasm and commitment to working with children.
- Caring and considerate attitude.
- Reliability, consistency and self-motivation.
- Understanding and commitment to promoting equality of opportunity.

Desirable

- Forest School Certificate (level 3).
- An interest in the aims and mission of the Farm
- Basic food hygiene certificate.
- Relevant specific skills to share with the children – eg: music, painting, cooking