

Positive Futures Kids Klub Volunteer Role Description

Role: Kids Klub Volunteer

Supervisor: Activities Coordinator (children and young people)

Time Commitment: 3pm – 5:15pm every Wednesday during term time

About Burnhope Community Centre's Kids Klub

The Positive Futures Kids Klub is for primary school aged children and will restart on Wednesday 22 March 2023 from 3:15pm – 5pm and run during term time. Activities include: games and sports, cooking, arts and crafts, drama and some issue based work around wellbeing and health.

About the volunteering role

The purpose of the Kids Klub volunteering role is to support Burnhope Community Centre Kids Klub team (staff and volunteers) with the planning and delivery of the Kids Klub. As a member of the team you will also be jointly responsible for safeguarding of the children.

Typical activities include

- Be active as part of the Kids Klub team and
 - Plan and deliver activities
 - Escort children from Burnhope Primary School to the Community Centre at 3:15pm
 - Layout the room before the session
 - Tidy up after the session
 - Supervise the children and manage behaviour in line with the Kids Klub Charter and rules
 - Organise snacks and tuck shop at the sessions
- Kids Klub admin – including register and diary logs
- Attend planning meetings where possible

Kids Klub Volunteers Experience and Interests

- An interest in children's play and development
- Approachable and friendly
- Reliable and able to regularly commit to Kids Klub
- Good communication skills

Volunteer Requirements

- Complete the Volunteer Application Form including providing the names of two referees
- Undertake Safeguarding Children training (this is e-learning and free)
- Complete an Enhanced DBS check (Burnhope Community Centre will cover this cost)
- Food safety training (optional)

For more information or a volunteer application form please email Jennifer Ruffell at Jenniferruffell@burnhopecommunitycentre.co.uk.