



## JOB SPECIFICATION

Unique Voice is a nationally accredited social enterprise working frontline in schools and communities across the South West. We deliver creative programmes using the arts as a medium to make a positive and long-lasting social impact.

We create programmes and films designed to enable young people to learn, develop and grow in all aspects of their social emotional development. We provide topical and engaging programmes on subjects such as mental health, crime and anti-bullying with much of our work aligned to safeguarding and early intervention based services through performance, film and workshop programmes.

Our work has a strong reputation for unlocking young people's potential, ideas and aspirations. It's never afraid in its approach to embrace new challenges, communities and empower systematic and social change.

Job Title	<b>Youth and Play Workers - Multiple positions available at various levels of responsibility</b>
Job Role	<p>We are looking for candidates with an interest in facilitation and who are available to work at various levels of responsibility during school holidays. You will join our bank of creative, enthusiastic, professional and caring individuals delivering stimulating programmes at our Holiday Programmes at a variety of levels of responsibility.</p> <p>As well as the main summer break, our holiday programmes are delivered in the Easter and winter breaks. For continuity purposes for the participants of our programmes, we would give preference to candidates that are available for whole weeks - (these vary at either a 4 or 5 day week and generally run 9am - 3pm)</p> <p>Our holiday programmes include creative activities, crafts, drama games, movement, music and mindfulness. You will be expected to lead or support in the delivery of the schemes created by UV creatives.</p> <p>Unique Voice are ACE Ambassadors and we would be particularly interested in hearing from people who have experience using trauma informed approaches. We also encourage applications from people with lived experience of the subject matters we explore within our programmes.</p>



## Characteristics

We welcome applications from candidates who have:

- Experience of working with children or young people
- Ability to build an authentic rapport with children and young people
- Ability to empathise with the different needs and concerns of children and young people
- Are engaging, fun and imaginative
- Are flexible, reliable, punctual and are able to work effectively within a team
- A passion for using the creative arts
- Have an Enhanced DBS certificate registered on the Update Service or willing to undertake a new Enhanced DBS Check and register with the Update Service. Unique Voice is approved to process this on your behalf (charges will apply)
- Awareness of safeguarding
- Willingness to carry out company policies, in particular with regard to safeguarding and child protection
- Willing to travel to locations within Bristol / South Glos
- Are willing to work as a self-employed facilitator and be responsible for your own declaration to HMRC

We want to focus on building a diverse team of freelancers to be representative of the communities we work within.

We are particularly keen to hear from male applicants (or applicants identifying as male) as well as applicants from Black and Minority Ethnic backgrounds.

## Qualifications and Experience

**Essential:** Experience of working with children or young people

**Desirable:** Paediatric First Aid  
Safeguarding Training  
Food Hygiene Certificate

## Additional Information

- Content and schemes are provided by the Unique Voice creative team
- Fees range from £70 - £120 per day dependent on experience, skills and role.
- If you are successful in your application you will join our pool of facilitators on a self-employed basis. You will be responsible for your own registration with HMRC and payment of any tax & NI due on your income.
- Successful applicants may be offered project work dependent on availability, your skills, transport situation and experience.
- Training: Offers of work will include details of training sessions for the individual projects for which you will be paid at the prevailing training rate.



## Safeguarding

Unique Voice operates a robust Safer Recruitment Policy and Process. All applicants must submit their application on the Company Freelance Application Form, ensuring all sections are completed in full, provide suitable references, have an enhanced DBS certificate on the Update Service or willing to obtain a new enhanced DBS which will be subsequently registered on the Update Service.

In the process of collecting references, we will request information regarding whether or not you are considered suitable to work with children and young people.

You will be required to bring identification and processing documents with you to interview; you will be provided with a list of suitable documents once you have been shortlisted.

Successful applicants will be required to attend either an in person or online Induction session as part of the recruitment process.

**Safeguarding Training:** Unique Voice offers annual Safeguarding Training to all freelance workers which you will be required to attend. Your time for this training may be invoiced (at the given training rate) on the next occasion you carry out work for the company.

## Equality, Diversity & Inclusion:

Unique Voice CIC is committed to actively encouraging equality, diversity and inclusion among our workforce and throughout the services we deliver. Our aim is to eliminate unlawful discrimination of all kinds and provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time.

## Application Details

Please apply using the following link: [Application Form](#)

All areas of the form should be completed in full in order to comply with our KCSIE. For any applicants not yet in employment, please complete the details of your current or most recent tutor as a referee where asked for current employer.

If you require additional support to complete the form or would like an informal chat before making your application, please contact Kate at [kate@uniquevoice.org](mailto:kate@uniquevoice.org) or 0117 428 6240

## Closing Date

Ongoing recruitment to our Freelance Team