



Job description: AllSports Facilitator

Job Title: AllSports Facilitator
Hours: Tuesday evenings from 6:15 p.m. – 8:45 pm
Location: Walton on Thames
Salary: £40 per session
Responsible to: ECL Co-ordinator

Job Description:

Elmbridge Community Link (ECL) is a small, community focused charity based in Walton on Thames, serving the needs of adults with learning disabilities and/or autism in the borough of Elmbridge. Our aim is to enhance the lives of those living with learning disabilities and/or autism, by providing fun, skill enhancing activities in a friendly and safe setting. We have been in existence for 30 years, winning the Queens Award for Charity Service during this time.

The AllSports Facilitator is a part time but pivotal role in the charity, ensuring that our younger adult members (16 to 30 years of age) stay fit and active and providing them with an opportunity to take part in sports which they may not be able to access elsewhere. The role is supported by a team of sporty volunteers recruited from the local community and sixth form colleges across the borough.

Duties:

1. To be responsible for opening/closing Walton Youth Centre and locking door once all members have arrived.
2. Set up equipment and discuss with volunteers which sports are being played each session
3. Take register and risk assessment
4. Be aware of the needs of participants and integrate them into activities wherever possible
5. Be fully conversant with our *ADULT PROTECTION POLICY PROCEDURES*
6. Organise circle in foyer area for weekly (2 minute) chat per member
7. At the end of the session clear away equipment

8. Make sure premises are secure on leaving

Concerns about members should be reported to your Co-ordinator, confidentiality must be practised at *all* times regarding the member group.

ECL aims to be an Equal Opportunities Employer.