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Description automatically generatedEczema Outreach Support

SESSIONAL WORKER –

SCHOOL WORKSHOP TUTOR

APPLICATION PACK

Eczema Outreach Support is a SCIO registered with the Scottish Charity Regulator. Scottish Charity Number SC042392

**JOB DESCRIPTION**

**Position:**  Sessional Worker - School Workshop Tutor

**Hours:**  Various; expecting to range from two to eight hours per month during school term time

**Line** **Manager:**  National Outreach Co-ordinator

**Salary:**  £25 per workshop, plus travel expenses

**Disclosure:**  This is regulated work with children and will require a criminal record check (PVG)

**Location:**  Home working/Various Locations across the UK (Central Scotland and Birmingham area preferably but will consider candidates out with these areas).

**Contract:**  Sessional

**Role Description**

Do you want to make a difference? Are you passionate about improving the lives of children? If so, then this could be the opportunity for you!

Eczema Outreach Support is a charity supporting children with eczema and their families across the UK. We offer one-to-one support on the phone, a range of specialist resources, children's clubs, school workshops and resources and opportunities for families to connect with each other. We also raise awareness about the impact eczema has on families’ lives and support eczema-related research.

Please visit www.eos.org.uk to find out more about our work.

Our eczema workshop programme for Primary Schools has proved extremely successful and has helped to raise awareness of eczema in schools, build the confidence of children with the condition and reduce instances of bullying.

We are looking to recruit sessional workshop tutors to deliver online and face-to-face school workshops across the UK. Face-to-face workshops will be offered to schools where we have staff within a reasonable travel distance. Travel areas will be discussed on appointment. School workshops are around one hour in length; the salary reflects preparation and delivery time. Full training will be provided.

**Key responsibilities**

1. **Training**
2. Attend online sessional worker induction training
3. Attend and input into ongoing training sessions, including safeguarding and equality, diversity and inclusion
4. **School Workshop Preparation and Delivery**
5. Become familiar with the content and purpose of the school workshops
6. Prepare any materials required for workshops
7. Deliver school workshops online or in person
8. **Evaluation of Programme**
9. Support the monitoring and evaluation of school workshops
10. Take part in the review and evaluation of the overall workshop programme

**PERSON SPECIFICATION**

|  |  |  |
| --- | --- | --- |
| **Knowledge and Qualities** | Essential | Desirable |
| Personable and friendly | X |  |
| Confident and approachable | X |  |
| Flexible and proactive in approach | X |  |
| Understands the organisation’s aims and values | X |  |
| Understands the challenges created by chronic conditions, especially eczema |  | X |
| Able to apply EOS’s safeguarding and child protection procedures | X |  |
| **Experience and Qualifications** |  |  |
| Experience of delivering learning programmes |  | X |
| Experience of working with children | X |  |
| Training in safeguarding and child protection |  | X |
| **Skills** |  |  |
| Excellent organisational skills | X |  |
| Ability to work independently and plan and manage own time | X |  |
| Excellent ability to communicate with children, in person and online | X |  |
| Good IT skills particularly in using the online platforms Microsoft Teams and Zoom | X |  |
| **Additional** |  |  |
|  | X |  |
| Full driving licence with access to a car |  | X |

**How to apply**

**What you should send** - There is no application form. Please provide:

1. A CV detailing your relevant experience. We are also interested in people’s life experience, such as hobbies and roles you do on a voluntary basis.
2. A covering letter explaining how you meet the person specification and why you would like to work with us.
3. The names and contact details of two people who will provide a reference. At least one reference should be from a previous employer or voluntary role. We will not contact anyone for a reference until after the interview stage.

**Where to send applications**

The closing date for applications is Friday **1 July 2022**

You can send applications by email (preferably) to [recruitment@eos.org.uk](mailto:recruitment@eos.org.uk) or by post:

* Post: EOS, Bryerton House, 129 High Street, Linlithgow, EH49 7EJ

**Interviews**

The interviews will be held via Zoom, date TBC.

For more information or an informal chat about this exciting and rewarding opportunity, you can contact Lyndsay, National Outreach Co-ordinator, by email or by phone:

Email: lyndsay@eos.org.uk / Phone: 07366140326.