

Project Co-ordinator

Person Specification

Qualifications/Training	Education, Outdoor Education background or Play development and Early Years.
Skills and Abilities	<p>Good leadership skills and the ability to adapt activities quickly depending on the needs of children and young people.</p> <p>Skills to manage a wide-ranging workload against competing priorities.</p> <p>Clear and concise written and spoken communication skills.</p> <p>Practical skills and creative abilities.</p> <p>Sound planning and organisational skills</p> <p>Programme planning and delivery</p> <p>Event planning (Desirable)</p>
Experience	<p>Experience of working with disabled children and young people and vulnerable groups.</p> <p>Experience of working with groups of young children, school age or vulnerable groups</p> <p>Supporting and motivating volunteers.</p>
Knowledge	<p>Child Protection and Safeguarding</p> <p>Disability awareness and knowledge of equality legislation.</p> <p>Knowledge of information technology and evaluation methods.</p>