



# Take 2 Intervention Support Worker Job Description

**Job Title:**

Take 2 Intervention Support Worker

**Responsible to:**

Take 2 Director - Paula Atkinson and other Take 2 Managers

**Responsible for:**

Direct support of Take 2 children, young people and adults (including associated paperwork, administration and training), working with and supporting other Intervention Support Workers and volunteers etc in the absence of Take 2 Managers.

**Working Relationships examples:**

- Children and young people aged 5-25 attending Take 2 Cornwall
- Parents and carers
- Take 2 Management, staff and volunteers
- Schools, colleges, childcare and play organisations etc
- Cornwall Council, social care and other registering authorities and external agencies

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**About Take 2 Cornwall:**

Established in 2015, Take 2 Cornwall provides intervention and transition support services for children and young people aged 5-25 across Cornwall and Devon. Our experienced team delivers flexible, bespoke programmes in collaboration with schools, colleges, and other educational settings, supporting young people both within and outside of formal education environments.

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**Role Summary:**

The Intervention Support Worker plays a vital role in planning, preparing, and delivering high-quality educational and life skills opportunities for children and young people within a safe, supportive, and inclusive environment.

This includes providing transport, facilitating activities, and ensuring the wellbeing of all participants in line with Take 2s policies and procedures.

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**Key Responsibilities:**

- Deliver and support bespoke intervention packages in community settings and educational institutions.
- Adapt activities to meet the individual needs and capabilities of each student.
- Provide safe transport to and from sessions, ensuring the wellbeing of children and young people.
- Support colleagues and volunteers in the absence of management.
- Prepare activity spaces, including setting up furniture and equipment.
- Provide refreshments and maintain hygiene and safety standards.
- Administer First Aid when required.
- Engage children and young people in planning and decision-making around activities.
- Encourage parental involvement in programme development.
- Maintain effective communication with parents, schools, and external agencies.
- Participate in relevant training and development opportunities.
- Ensure a safe and healthy working environment.
- Adhere to Take 2s Health and Safety and Safeguarding policies, including completion of risk assessments.



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- Maintain accurate records and documentation for all student support sessions.
- Uphold confidentiality and professional boundaries at all times, including an up-to-date knowledge and practical application of Safeguarding and Child Protection
- Undertake any additional duties and training etc as required by the Take 2 Management Team, appropriate to the role.

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## Person Specification:

### Essential Criteria:

- Experience working with children/young people aged 5-25 and their families.
- Willingness to work towards Level 2 or Level 3 qualifications in care or education.
- Strong understanding of Safeguarding and Child Protection.
- Ability to plan and deliver safe, creative activities.
- Excellent communication skills (written and verbal).
- Ability to work independently and as part of a team.
- Sound judgement and resilience.
- Good organisational and administrative skills.
- Competent IT skills, including word processing.
- Clean driving licence and access to a vehicle insured for business use with tax & MoT
- Understanding of equal opportunities and inclusive practice.
- Sufficient English language proficiency to ensure the safety and wellbeing of children.

### Desirable Criteria:

- Relevant Level 2 or 3 qualification (e.g., NVQ/Diploma) or equivalent experience.
- Experience in education or care settings.
- Experience supporting children/young people with additional needs.
- Budgeting experience.
- First Aid and Food Hygiene certification.
- Safeguarding training.
- Experience working with multi-agency teams to improve outcomes.
- Knowledge of child development and trauma-informed practice.

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## Special Conditions:

- This post is subject to a satisfactory probationary period.
- Employment is conditional upon:
  - Enhanced DBS check with barred list information
  - Two satisfactory references (including one from current or most recent employer)
  - Verification of relevant qualifications
  - Physical ability to support children/young people in challenging situations
  - Satisfactory online check

Take 2 Cornwall is committed to safeguarding and promoting the welfare of children and young people.

We value diversity and are committed to ensuring equality of opportunity in all aspects of our work.