

# SKAPW20 - SQA Unit Code FT5H 04

## Work with other organisations, agencies and professionals



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### Overview

This unit is about promoting your area of work and its value to the community and setting up and maintaining networks that could be useful to your job. It also covers carrying out joint work with other organisations, agencies and professionals.

The unit is divided into three parts. The first part describes the three things you have to do. These are:

1. establish and maintain links with other organisations, agencies and professionals
2. promote the value of play and playwork to other organisations, agencies and professionals
3. work jointly with other organisations, agencies and professionals

The second part describes the knowledge and understanding you must have.

The third part gives some examples and explanations of some words we use in this unit.

The unit is for you if you are regularly involved in promoting your organisation and working closely with related organisation, agencies and professionals in a setting whose main purpose is to provide children and young people with opportunities for freely chosen, self-directed play.

This unit is underpinned by the Playwork Principles and staff must be familiar with them and committed to them in their practice.

### Performance criteria

*You must be able to:*

#### **Establish and maintain links with other organisations, agencies and professionals**

- P1 identify other organisations, agencies and individuals with whom you could work productively
- P2 establish contact with these organisations, agencies and individuals
- P3 deal with approaches from other organisations, agencies and individuals positively and co-operatively
- P4 explore with other organisations, agencies and individuals the possible benefits of future links
- P5 agree with them how you will maintain contact and exchange information in the future
- P6 exchange relevant information with the other organisations, agencies and individuals as and when it is of benefit to those involved

*You must be able to:*

#### **Promote the value of play and playwork to other organisations, agencies and professionals**

- P7 identify opportunities to promote the value of play and playwork to other organisations, agencies and individuals
- P8 communicate the purpose, values and methods of your area of work
- P9 communicate information about your own and other organisations which provide similar opportunities
- P10 emphasise the benefits of your work for the wider community
- P11 present information in a language and style which is appropriate to the organisations, agencies and individuals involved
- P12 promote the value of play and playwork in a way which is consistent with organisational policies and practices

*You must be able to:*

#### **Work jointly with other organisations, agencies and professionals**

- P13 agree the aims, objectives and working methods of joint working
- P14 agree the roles and responsibilities of yourself and other organisations, agencies and individuals
- P15 only agree responsibilities that are consistent with your level of responsibility and competence
- P16 agree how you will maintain contact and review progress during joint working
- P17 keep other organisations, agencies and individuals informed of your own progress and review the progress they are making
- P18 solve problems jointly
- P19 maintain effective working relationships with other organisations, agencies and individuals throughout joint working

### Knowledge and understanding

*You need to know and understand:*

#### **Establish and maintain links with other organisations, agencies and professionals**

- K1 how the playwork principles specifically relate to this unit
- K2 why networking is important
- K3 the range of organisations and individuals with whom you could develop working relationships consistent with their job role
- K4 the mutual benefits which could come about from joint work with these organisations and individuals
- K5 how to identify and approach suitable organisations and individuals
- K6 how to explore the possible advantages of joint working and maintain contact
- K7 how to establish and maintain effective working relationships with other organisations and individuals
- K8 the importance of responding positively and co-operatively to other organisations and individuals
- K9 the importance of reaching organisations and individuals who experience barriers to access and how to do this effectively

*You need to know and understand:*

#### **Promote the value of play and playwork to other organisations, agencies and professionals**

- K10 why it is important to promote your own area of work and its values, purpose and methods widely
- K11 the types of opportunities which you could use to promote your work and own organisation and how to identify suitable ones
- K12 presentation skills, and how to tailor presentations to the needs of different types of audiences including those who may have different communication needs
- K13 how to promote your area of work in a way that addresses other people's preconceptions and views
- K14 the benefits of your work to the community and how to emphasise these
- K15 why it is important to obtain feedback from organisations, agencies and individuals in the community about initiatives and what to do with such feedback
- K16 types and language and styles of presentation appropriate to the types of people listed in the range
- K17 organisational policies and practices which need to be kept in mind when promoting playwork

*You need to know and understand:*

#### **Work jointly with other organisations, agencies and professionals**

- K18 the importance of clearly agreeing the aims, objectives and roles and responsibilities involved in joint working

- K19 the importance of only taking on responsibilities which are feasible and consistent with the organisation's policies
- K20 the candidate's job role and organisational responsibilities relevant to joint working
- K21 negotiation and problem solving skills relevant to joint working
- K22 the importance of maintaining contact and reviewing progress with the other organisations and individuals involved and how to do so
- K23 the importance of promptly informing other organisations and individuals of any difficulties in joint work
- K24 the types of difficulties which can occur in joint working and how to deal with these

### Additional Information

#### Scope/range related to performance criteria

1. **organisations, agencies and individuals**
  - 1.1. from the field of playwork
  - 1.2. from other areas of specialism
  - 1.3. statutory
  - 1.4. non-statutory
  - 1.5. those who traditionally experience barriers to access

#### Glossary

##### **Barriers to access**

Things that prevent or discourage children and young people from taking part in play provision. These may include physical barriers for disabled children, but also include wider issues such as discrimination, lack of positive images, lack of culturally acceptable activities and customs, language barriers and many other factors that affect different communities

##### **Non statutory**

An organisation or agency that is not established by law

##### **Statutory**

An organisation or agency established by law

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### Work with other organisations, agencies and professionals

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**Suite** Playwork

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