



Malmesbury Park Primary School

Midday Supervisory Assistant

Person Specification

Post Title: Midday Supervisory Assistant

Reporting to: Senior Midday Supervisors

Grade: 2

Qualifications / Training <i>(The qualifications and/or training required to undertake the role)</i>	Essential	Desirable
1. Good general education	✓	
2. An NVQ level 2 or 3 in child care		✓
Experience <i>(The level of experience required and/or length of time the post holder will have been required to have undertaken the item specified)</i>		
1. An understanding of the needs of children 4-11 years	✓	
2. Experience of working with food		✓
3. Experience of working in partnership and with other agencies		✓
4. Experience of playwork or other areas of working with children	✓	
5. An enthusiastic attitude and a willingness to participate in/with some children's activities	✓	
Knowledge <i>(The knowledge and understanding the post holder must have of the item specified)</i>		
1. Be able to relate easily to a range of children aged 4-11 years	✓	
2. Have energy, enthusiasm, sense of humour and empathetic	✓	
3. A pleasant, welcoming and nurturing manner	✓	
4. Have an understanding of the development needs of children 4-11 years		✓
Skills / Abilities <i>(The level of skills or ability required to undertake the item specified)</i>		
1. Ability to communicate effectively, both verbally	✓	

and in writing		
2. Excellent interpersonal skills	✓	
3. Good literacy and numeracy skills	✓	
4. Ability to work on own initiative and unsupervised	✓	
5. Ability to work as an effective member of a team	✓	
6. Good negotiating skills	✓	
7. Ability to relate to concerns affecting children today	✓	
8. A first aid certificate		✓
9. Good time keeper	✓	
10. Ability to work efficiently within a specific time frame	✓	