



After-school Assistant
Person Specification

| ESSENTIAL CRITERIA | DESIRABLE CRITERIA |
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| <p>EDUCATION AND TRAINING:</p> <ul style="list-style-type: none"> • Good general education • Good knowledge and understanding of food hygiene | <ul style="list-style-type: none"> • NVQ Level 2 Food Hygiene Certificate • Paediatric First Aid Certificate • Safeguarding Certificate |
| <p>EXPERIENCE:</p> <ul style="list-style-type: none"> • A commitment to the provision of high quality childcare • A positive approach to learning and gaining new skills through team work and training opportunities • Creativity to devise new ideas and engage children in activities | <ul style="list-style-type: none"> • Experience of working in an Early Years setting or primary school environment. • Knowledge of safeguarding procedures |
| <p>COMMUNICATION AND TEAMWORK SKILLS:</p> <ul style="list-style-type: none"> • Good oral and written communication skills. • Ability to work effectively and professionally within a team of adults. • Ability to efficiently understand and follow direction from the After-School Club Lead. • Ability to use initiative. • Ability to relate well to children, establishing empathy and a good rapport. | |
| <p>ATTRIBUTES</p> <ul style="list-style-type: none"> • Hardworking with a positive attitude, • Resilient and patient. • Adaptable and able to cope with a range of tasks. • Willingness to become fully involved in school life. • Patience, punctuality, reliability and trustworthiness • Motivated - Willingness to undertake training (e.g. First Aid, Safeguarding) | <ul style="list-style-type: none"> • Friendly and sociable with a good sense of humour. • Flexible approach, enjoys a varied workload. • Creative. |
| <p>Other</p> <ul style="list-style-type: none"> • Eligible to work in the UK • Suitability to work with children • Able to maintain confidentiality on all school matters • Ability to undertake any physical aspects of the post | <ul style="list-style-type: none"> • Flexible - ability to cover additional hours if required |