



PERSON SPECIFICATION – Afterschool Club Leader

CATEGORY	Essential	Desirable
Qualifications/Training Level 3 in Playwork/Childcare or similar (e.g. NCFE CACHE Level 3 Playworker or Higher-Level Teaching Assistant qualification and have experience of working with children aged 4-11 years First Aid Qualification (Paediatric) Hold a Food Hygiene Certificate, understand and practice requirements for food hygiene and dietary and allergy restrictions (Food Hygiene Certificate required)		✓ ✓
Achievements & Experience At least two years' experience of working with children in the 4 – 11 years age range and their families Experience of working as part of a team providing high quality childcare services Experience of working with parents and carers from a range of cultural backgrounds, encouraging full participation in their children's play and learning opportunities	✓ ✓	✓ ✓
Knowledge Knowledge of child protection issues and policies and relevant Safeguarding procedures Working knowledge of relevant Health & Safety and Basic food Hygiene requirements	✓ ✓	
Skills Able to establish good professional relationships with others Able to maintain personal and professional confidentiality Able to demonstrate a high level of commitment to planning to overcome difficulties faced by children Able to exhibit real care and concern for child in broadest terms Able to work closely with members of staff, planning for and feeding back on progress To be able to contribute to team working in a supportive and professional way	✓ ✓ ✓ ✓ ✓	

To be able to communicate effectively with a wide range of users, partners, providers and staff	✓	
Ability to contribute to ideas for the on-going development and improvement of Services	✓	
Able to plan and prioritise in a flexible and informed way	✓	
An empathetic, supportive and non-judgemental attitude towards children, parents/carers and staff	✓	
A belief in the importance of effective and inclusive communication with children using a range of verbal and non-verbal techniques	✓	
Qualities & Attitudes		
Ability to develop effective working relationships with a variety of other professionals and agencies in order to provide the best possible support for children and families	✓	
Ability to be flexible and organised and work independently Committed to continuing professional development	✓	