



After-school Assistant PERSON SPECIFICATION

ESSENTIAL CRITERIA	DESIRABLE CRITERIA
EDUCATION AND TRAINING: <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
EXPERIENCE: <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
COMMUNICATION AND TEAMWORK SKILLS: <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. 	
ATTRIBUTES <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.
Other <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