

PERSON SPECIFICATION

Post Title: Midday Supervisory Assistant

Attribute	Essential	Desirable	How identified
Qualifications		<ul style="list-style-type: none"> • First Aid certificate 	At interview
Experience	<ul style="list-style-type: none"> • Experience with children (could be through parenting / training) 	<ul style="list-style-type: none"> • Experience of working in a team 	Application
Personal Qualities	<ul style="list-style-type: none"> • Ability to work as part of a team • Be able to establish good relationships • Ability to deal with sensitive issues with children and maintain confidentiality • Have positive, caring attitude, enthusiasm & sense of humor. Have warmth and sensitivity to children and adults 		At interview
Communication skills	<ul style="list-style-type: none"> • Be proficient in speaking, listening, reading and writing - preferably English • Be able and willing to complete incident forms for children • Be able to act confidently 		At interview
Physical skills	<ul style="list-style-type: none"> • Be capable of manual handling • Be physically fit • Willing to come into contact with bodily fluids • Able to comfort a child and administer welfare care 		At interview
Knowledge	<ul style="list-style-type: none"> • An understanding and belief in play orientated and child centred engagement • An understanding of basic hygiene and welfare requirements 	<ul style="list-style-type: none"> • Knowledge of child development 	Application
Committment	<ul style="list-style-type: none"> • Commitment to equal opportunities, inclusion, health and safety, child protection • Willing to further own professional development • Able to attend half termly team meetings and class experience 		At interview