

Person Specification

Afterschool Club Assistant Level 2

Criteria	Essential	Desirable
Qualifications:	<ul style="list-style-type: none"> 5 GCSE's with a minimum grade C or above in English and Mathematics, or equivalent qualifications or relevant experience NVQ Level 2/3 or equivalent or working towards this 	<ul style="list-style-type: none"> Basic First Aid training Food Hygiene training
Experience	<ul style="list-style-type: none"> Experience of working with children Experience of working with children in an educational environment 	<ul style="list-style-type: none"> Experience of working with children who have a variety of educational needs
Professional Knowledge	<ul style="list-style-type: none"> Understanding of the school's health and safety policy Understanding of basic first aid procedures Understanding of food hygiene Knowledge of school's behaviour and management policy and procedures Knowledge of Child Safeguarding 	
Professional skills & abilities	<ul style="list-style-type: none"> Excellent verbal communication skills Patience and commitment Ability to remain calm and make decisions whilst under pressure Good organisational and planning skills Ability to work under own initiative Ability to respond sensitively and flexibly to competing demands from pupils Ability to handle confidential information with discretion Ability to cope with personal hygiene needs and respond sensitively to pupils' needs Ability to work with individuals and small groups of children. Willing to undertake training as required Satisfactory DBS clearance (will be confirmed as part of pre-employment checks) 	<ul style="list-style-type: none"> Excellent evaluation and monitoring skills
Physical skills & abilities	<ul style="list-style-type: none"> Ability to work with and control children showing care and understanding 	<ul style="list-style-type: none"> Able to exert moderate physical effort; crouching or bending when working with pupils

Whilst originally based at Lilliput CE Infant School, the post holder will be required to travel to other local sites, including other CLP schools.