**Person Specification**

**After School Supervisor**

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| **Factor** | **Essential** | **Desirable** | **Assessment\*** |
| **Qualification** | * At least a Level 2 national vocational qualification (NVQ) or equivalent in play work
* The ambition to work towards further qualifications
 | * Current qualifications in Paediatric First Aid, Health and Safety, Manual Handling, Child Protection, Food hygiene.
* A current driving licence
 | A, I, R, D |
| **Experience** | * Working with 4-11 year-olds
* Working as part of a team
 | * Working with a voluntary management committee
* Coordinating and planning play opportunities
 | A, I, R, D |
| **Skills and Knowledge** | * An understanding of good quality child care
* The ability to meet children’s individual needs
* The ability to work as part of a team
* The ability to work on own initiative
* The ability to communicate at all levels
* Awareness of equal opportunities issues
* Awareness of health and safety issues
* Good organisation skills
 | * Confidence in using a range of computer programmes, including Microsoft Office
* Knowledge of health and safety practices
* Knowledge of safeguarding practices
* Experience of managing child behaviour
 | A, I, D |
| **Personal Attributes** | * A commitment to equal opportunities
* Ability to use good judgement and common sense
* A responsible and caring attitude
* The ability to get on well with children and parents/carers
* Patience and tolerance
* Creativity and flexibility
 |  | A, I |

*\*Assessment Method – details how the criteria will be assessed*

***A*** *= Application Form,* ***I*** *= Interview,* ***R*** *= References,* ***D*** *= Documentary Evidence*