



Person Specification

Post Title: After School Club Supervisor

Characteristics	Essential	Desirable	Evidence
Qualifications	<ul style="list-style-type: none"> • Good education to GCSE level including English and Maths. • Relevant Level 2 qualification or equivalent in NNEB or Teaching Assistance/Early Years Training. • Willingness to undertake appropriate first aid training. • Willingness to undertake After School training courses where necessary. 	<ul style="list-style-type: none"> • Safeguarding and Paediatric training (or willingness to undertake). • Evidence of continuous professional development. 	<p style="text-align: center;">A</p> <p style="text-align: center;">A</p> <p style="text-align: center;">A</p> <p style="text-align: center;">A, I</p>
Experience and Knowledge	<ul style="list-style-type: none"> • Experience of working within an education or health care setting. 	<ul style="list-style-type: none"> • Experience of EYFS • Working with parents. • To support pupils according to their individual needs ensuring a high-quality experience, both indoors and outdoors that meets both internal and external quality standards. 	<p style="text-align: center;">I, R</p> <p style="text-align: center;">A, I</p>
Skills	<ul style="list-style-type: none"> • Excellent verbal and written communication skills. • Ability to work effectively as part of a team. • Ability to break down information so it can be easily relayed. • Be well organised, forward thinking and be able to problem solve. 	<ul style="list-style-type: none"> • To assist in the preparation of activities including the setting up, resourcing and supervising of such activities and tidying away at the end of a session. • To maintain discipline in accordance with College procedures, and to insist upon punctuality, courtesy, consideration for others and good behaviour. 	<p style="text-align: center;">A, I</p> <p style="text-align: center;">R, I</p> <p style="text-align: center;">R, I</p> <p style="text-align: center;">A, I, R</p>
Personal Attributes	<ul style="list-style-type: none"> • Committed to the well being of children and young people. 	<ul style="list-style-type: none"> • Understanding of health and safety 	<p style="text-align: center;">A, I</p>

A-Application

I-Interview

R-Reference

	<ul style="list-style-type: none"> • Patient and has the ability to relate to young people. • Passionate, enthusiastic and positive. • Willingness to learn. • Good health and attendance record. 		A, I A, I A, I R
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