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|  | **Essential** | **Desirable** |
| **Qualifications, and Training** | * GCSE English and Maths Grade A\*-C or equivalent qualification.
 | * First Aid training
* Safeguarding training
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| **Experience, Knowledge and Understanding** | * Confidence to work and communicate with a wide range of people and abilities.
* Ability to work effectively as part of a team.
* Previous experience of working in a customer facing environment.
 | * Driving license and own vehicle.
* Previous experience of having worked in an educational or leisure environment.
* Previous experience of managing or supporting events.
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| **Skills and Abilities** | * Good organisational and prioritising skills.
* Ability to stay calm under pressure.
* Ability to meet deadlines.
* Ability to be self-directed.
* Confidence to work and communicate with a wide range of people and abilities.
* Ability to work late evening and out of hours.
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| **Commitment To** | * Providing excellent service to internal and external customers.
* Ensuring all facilities are prepared to a high standard to meet the requirements of the hirer.
* Commitment to personal continuous professional development.
* Diversity and equality of opportunity in all working practices.
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| **Attendance** | * Good attendance record in current employment *(not including absences due to disability).*
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