



PERSON SPECIFICATION

Out of School Supervisor

Essential	Desirable
<ul style="list-style-type: none"> Professional experience of working with children 	<ul style="list-style-type: none"> First Aid Certificate (training available)
<ul style="list-style-type: none"> Have a positive 'can do' attitude 	<ul style="list-style-type: none"> Hold/be working towards relevant qualifications
<ul style="list-style-type: none"> Excellent time management skills 	<ul style="list-style-type: none"> Willing to undertake further training (e.g. Designated Safeguarding Lead)
<ul style="list-style-type: none"> Excellent communication skills 	
<ul style="list-style-type: none"> Understands confidentiality and safeguarding procedures 	
<ul style="list-style-type: none"> Ability to work independently, but also as part of a team 	
<ul style="list-style-type: none"> Ability to demonstrate knowledge and an understanding of the legislation governing childcare 	
<ul style="list-style-type: none"> Experience of managing staff 	
<ul style="list-style-type: none"> Excellent organisation skills 	
<ul style="list-style-type: none"> A good sense of humour 	
<ul style="list-style-type: none"> Ability to interact with children to get the best out of them 	
<ul style="list-style-type: none"> Ability to identify areas for professional development and seek support 	
<ul style="list-style-type: none"> Ability to build partnerships with parents to enhance and improve children's well-being 	
<ul style="list-style-type: none"> A child centred approach to play/well-being 	
<ul style="list-style-type: none"> A positive approach to behaviour management 	
<ul style="list-style-type: none"> Experience of administration processes and IT systems, e.g. email, MS Office 	