

PERSON SPECIFICATION

JOB TITLE: Midday Supervisory Assistant
GRADE: 1

DEPARTMENT: Education
DATE: January 2022

E = ESSENTIAL	SOURCE OF EVIDENCE - APPLICATION = A
D = DESIRABLE	INTERVIEW = I
	1. EXPERIENCE, direct work experience, other relevant experience
D	Previous experience in working with children. A/I
E	Ability to play with children and develop their social skills. A/I
E	Ability to work on own initiative. A/I
	2. KNOWLEDGE, without which the job cannot be done effectively.
E	Ability to relate well with children. A/I
D	Understand the need to supervise children. A/I
E	Ability to complete paperwork / update electronic safeguarding software. A/I
	3. SKILLS & ABILITIES, Essential/Capable of doing, Desirable/Able to train.
E	Receptive to ideas and suggestions of others. A/I
E	Accept constructive criticism of own ideas. A/I
D	Willing to undertake training. A/I
E	Promote positive behaviour of pupils. A/I
	4. QUALIFICATIONS, TRAINING & EDUCATION, also identify training to be given.
D	First Aid, essential to be trained. A/I
	5. PERSONALITY, SOCIAL SKILLS, Relationships, thinking style, disposition.
E	Good communication skills. A/I
E	Team player and enthusiastic to develop. A/I
	6. OTHER FACTORS, Physical, Mobility, Availability, Conditions, etc.
D	Physically fit to participate in playtime games. I
	CONTRA INDICATIONS, if any
D	A positive attitude towards the involvement of the children within the school. A/I