After School Club Superviser Job Description and Person Specification

PURPOSE OF THE POST: To provide safe, high quality play and learning opportunities for children.

Key duties and responsibilities

To set up resources

Serve a light supper and tidy away afterwards

Supporting children in their play or homework

Supervise both indoor and outdoor play

PERSON SPECIFICATION

The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted. Applicants should describe in their application how they meet these criteria.

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| EXPERIENCE | SKILLS AND ABILITIES | KNOWLEDGE |
| • Previous experience of working with children | • Numeracy and literacy skills  • Basic IT skills  • Have the ability to relate well to children and adults, understanding their needs  and being able to respond accordingly.  • Good influencing skills to encourage pupils to interact with others and be  socially responsible | • Knowledge of policies and procedures relating to child protection. |