

PERSON SPECIFICATION

Job Title: Lunchtime Supervisor

Job No:

Grade: GR2

Division:

No of Post:

Section:

Method of Assessment (M.O.A.)

A.F. = Application Form; I = Interview; T = Test or Exercise;

P = Presentation

CRITERIA	ESSENTIAL	M.O.A.
EXPERIENCE (Relevant work and other experience)	Experience working with children	AF/I
	Experience working in a team	AF/I
SKILLS AND ABILITIES (Eg Written communication skills, dealing with the public)	Be committed to the ethos and values of the school	AF/I
	Be able to encourage children to achieve these aims through keeping the school's behaviour code	AF/I
	Develop good appropriate relationships with children and staff	AF/I
	Communicate positively and effectively to children and listen to them	AF/I
	Actively contribute to a happy safe and supportive play environment	AF/I
	Able to work within a team	AF/I
TRAINING	Willing to undertake appropriate training	AF/I
EDUCATION/ QUALIFICATIONS NB Full regard must be paid to overseas qualifications		
OTHER	Approachable, sympathetic, enthusiastic, patient, resourceful An ability to fulfil all spoken aspects of the role	AF/I

	with confidence through the medium of English' or 'The ability to converse at ease with parents/pupils and members of the public and provide advice in accurate spoken English is essential for the post'	
CONTRA INDICATION		

ALL STAFF ARE EXPECTED TO BE COMMITTED TO THE CITY COUNCIL'S EQUAL OPPORTUNITIES POLICY

COMPILED BY: _____

DATE:

(Shortlisting/Interviewing Panel): _____

DATE: