

# Person Specification - Lunchtime Supervisor

Essential Criteria	Desirable Criteria	Measured By
<p><u>Experience</u></p> <ul style="list-style-type: none"> <li>➤ Working with/engaging with children</li> </ul>	<p><u>Experience</u></p> <ul style="list-style-type: none"> <li>➤ Supporting children within a school.</li> </ul>	AF/I
<p><u>Qualifications/Training</u></p> <ul style="list-style-type: none"> <li>➤ Good Maths/English skills.</li> </ul>	<p><u>Qualifications/Training</u></p> <ul style="list-style-type: none"> <li>➤ First aid training as appropriate (e.g. emergency first aid course).</li> </ul>	AF/I
<p><u>Knowledge/Skills</u></p> <ul style="list-style-type: none"> <li>➤ Well-developed interpersonal skills to be able to relate well to a wide range of people including children.</li> <li>➤ Work constructively as part of a team whilst being able to demonstrate initiative.</li> <li>➤ Good communication skills.</li> <li>➤ Effective use of ICT e.g email</li> </ul>	<p><u>Knowledge/Skills</u></p> <ul style="list-style-type: none"> <li>➤ Able to lead a range of games across the age range.</li> <li>➤ Knowledge and skills in approaching of a range of children's needs e.g Special and Complex needs, emotional needs.</li> </ul>	AF/I
<p><u>Behavioural Attributes</u></p> <ul style="list-style-type: none"> <li>➤ Child focused</li> <li>➤ Has a friendly yet professional and respectful approach which demonstrates support and shows mutual respect.</li> <li>➤ Open, honest and an active listener.</li> <li>➤ Takes responsibility and accountability.</li> <li>➤ Committed to the needs of the pupils</li> <li>➤ Demonstrates a "can do" attitude including suggesting solutions, participating, trusting and encouraging others and achieving expectations.</li> <li>➤ Is adaptable to change/embraces and welcomes change.</li> <li>➤ Acts with pace and urgency being energetic, enthusiastic and decisive.</li> <li>➤ Communicates effectively.</li> <li>➤ Has the ability to learn from experiences and challenges.</li> <li>➤ Is committed to the continuous development of self and others by keeping up to date and sharing knowledge, encouraging new ideas, seeking new opportunities and challenges, open to ideas and developing new skills.</li> </ul>	<p><u>Behavioural Attributes</u></p> <ul style="list-style-type: none"> <li>➤ Patience and a calm manner.</li> <li>➤ Confidence in dealing with children</li> <li>➤ Ability to adapt rapidly to new situations.</li> <li>➤ Ability to cope with differing needs.</li> </ul>	AF/I