

**Out of Hours Play Leader
PERSON SPECIFICATION CRITERIA**

Qualifications		ESSENTIAL			DESIRABLE		
1	Hold a Level 3 qualification (or above) or equivalent e.g. NVQ Level 3 in Child Care or relevant A-Levels	A	R				
2	Hold a food hygiene certificate				A		
3	Appropriate first aid training				A		
Professional knowledge, skills and abilities		ESSENTIAL			DESIRABLE		
1	Good communication skills	A	R	I			
2	Ability to relate well to children and adults	A	R	I			
3	Ability to work constructively as part of a team, understanding service roles and responsibilities and your own position within these	A	R	I			
4	Good standard of literacy and numeracy skills	A	R				
5	Ability to identify your own training needs.				A		I
6	Understanding of Health and Safety issues	A	R	I			
7	Awareness of Child Protection issues	A	R	I			
8	Understanding of behaviour management issues and strategies	A	R	I			
9	Understanding of and commitment to the provision of high quality childcare	A	R	I			
10	Understanding of financial regulations, budget setting and control	A	R	I			
11	Computer literate				A		

Experience		ESSENTIAL			DESIRABLE		
1	Experience working with children of the relevant age	A	R	I			
2	Experience of staff supervision	A	R	I			
3	Experience of working in a child care or play work setting	A	R	I			
4	Experience of working with pupils with additional needs	A	R	I			
5	Experience of working across a variety of childcare settings				A	R	I

Professional Attributes, Qualities and Values		ESSENTIAL			DESIRABLE		
1	Willingness to make a positive contribution to the wider life of the school/Academy and community	A	R				
2	Appropriate and effective professional relationships with all		R	I			
3	Commitment to working in partnership with parents	A		I			
4	Ability to reflect critically, and respond to, performance and feedback	A	R	I			
5	Possess personal integrity, warmth, a willingness to grow and learn, and a sense of humour	A	R	I			
6	Ability to articulate, communicate and support the Christian ethos and values of Holy Trinity			I			
7	Excellent interpersonal, written and oral communication skills			I			
8	High level of emotional intelligence and self-awareness		R	I			
9	Excellent time manager		R	I			
10	Personal resilience		R	I			
11	Foster an open, fair and equitable culture, managing conflict where necessary		R	I			
12	Prioritise, plan and organise self and others		R	I			
13	Think creatively in order to anticipate and problem solve		R	I			

The criteria will be evidenced as indicated below:

'A' refers to the candidate's Application form and covering letter

'I' to interview

'R' to reference

Candidates should address at least all items marked 'A'

Referees are asked to comment on items marked 'R'

Where many candidates meet the essential criteria, the desirable criteria will be used to shortlist for interview.