

Manea Before and After School Club Practitioner Person Specification

Education and Qualifications - The post holder must have:

- Minimum of NVQ Level 3 in Early Years play work or childcare or equivalent Early Years qualification, a minimum of 2 years continuous experience working with children and young people with varying needs aged 3-11.

Knowledge, Experience, Skills and Abilities:

- Knowledge of the varying play, learning, care and developmental needs of children aged 3-11, including those children with additional needs.
- Knowledge of the principles of the Early Years Foundation Stage (EYFS), and quality guidelines relating to the provision.
- Knowledge of the principles of local and national policies relating to childcare, for example the Children's Act 1989 and 2004 and the EYFS.
- Experience of using IT, with specific regard to Microsoft Word, Excel and Arbor.
- Use judgement and common sense in difficult situations.
- Ability to deliver and evaluate a varied programme of play and learning activities, including multi-cultural play and adapted play for children with additional needs across a wide range and both genders.
- Ability to provide play activities, which enable children to develop their social and personal skills and build on their self-esteem.
- Ability to develop and maintain working relationships with all users of the club including staff, children, other professional workers and parents/carers.
- An ability to follow any administrative, legislative and club procedures regarding the day-to-day operation of the club.
- In depth knowledge of and an ability to implement child protection procedures.
- An awareness of the importance of listening to the "voice of the child".
- An understanding of the different types of behaviour that children may display, and an ability to implement the behaviour policy.

Aptitudes:

- Willingness to be adaptable and flexible within the organisation, and to be able to use own initiative in unforeseen circumstances.
- Willingness to work within and promote the club's Equal Opportunities.