



Bilston C of E Primary School

Person Specification - Breakfast and Afterschool Club Manager (Grade 3)

Factors	Essential	Desirable	Identified by
Qualifications	Appropriate childcare qualification - level 2 NVQ	level 3 NVQ	Application Form
Experience	Worked with age range in a setting	Worked in more than one setting	References Application Form
Training	Recent training undertaken	First Aid Certificate Basic Food Hygiene Certificate Safeguarding	Letter of application
Knowledge, Skills, Experience	Excellent practitioner Communication skills High expectations of learning and behaviour	Every Child Matters Agenda Knowledge of child development ICT skills	Letter of application Interview References
Personal Qualities and Attributes	Enthusiasm Hard working Friendly Organised Team Player	Sense of humour	Interview