

PERSON SPECIFICATION – PLAYWORKER

The Person Specification is an important part of the recruitment process. It should be read carefully as it will form the basis of shortlisting and ultimately, appointing the successful applicant. You must demonstrate therefore how you meet each of the following criteria in your application.

	Selection criteria (Essential)	Selection criteria (Desirable)	How Assessed
Education & Qualifications		Appropriate childcare qualification (NVQ Level 2 or above)	Application form
		Current First Aid certificate	Application form
Experience	Minimum of 6 months experience of working with 4 to 11 year olds		Application form
	Knowledge, experience and understanding of good quality childcare, EYFS Framework/Childcare requirements, OFSTED, British Values and Equal Opportunities.		Interview
	Experience of handling of money and payments		Interview
	Experience of working in a team		Application form/Interview
	Experience of undertaking administrative duties, such as planning, risk assessments, checklists for activities, attendance registers.		Application form/Interview
	Experience of food preparation & associated cleaning routines		Application form/Interview
		Experience of working in a child protection culture	Application form/Interview
		Evidence of promoting child welfare & safety	Application form/Interview

Skills & Abilities	Ability to provide and facilitate safe creative play		Interview
		Ability to assess and cater for individual children's needs	Application form/Interview
	Responsible and caring attitude		Interview
	Ability to encourage independence, self-esteem and caring behaviour in children who attend the Club		Interview
	Ability to work on own initiative		Application form/Interview
	Ability to work without supervision		Application form/Interview
	Display patience and tolerance		Interview
	Good organisational skills		Application form/Interview
	Enthusiasm for working with children		Application form/Interview
	Ability to take an active role in play and other activities		Interview
	Good interpersonal skills with the ability to communicate with children, staff, parents, committee and other agencies		Interview
	Good level of IT skills, particularly Microsoft Word and Excel		Application form/Interview
Knowledge		Knowledge of child protection procedures	Interview
		Understanding of Health & Safety procedures	Interview
		Understanding of Food Hygiene procedures	Interview