**WELFARE ASSISTANT**

**PERSON DESCRIPTION**

**1. Educational Achievements, Qualifications and Training**

**Essential**

* A current first aid qualification

Desirable

**2. Job related Knowledge/Aptitude/Skills**

**Essential**

* An ability to communicate effectively
* An ability to work independently and as part of a team
* An ability to show initiative in a range of situations
* An ability to interact positively with pupils, parents, colleagues and visitors to the school
* A respect for the need for confidentiality

**Desirable**

* Knowledge of educational issues
* Knowledge of community languages
* An ability to use information technology effectively

**3. Experience**

**Desirable**

* Experience of working in an educational setting

**4. Personal Qualities**

**Essential**

* Confidence, warmth, sensitivity, reliability, maturity, enthusiasm and positivity
* Good interpersonal skills
* A commitment to parental, community and Governing Body partnership

**5. Equal Opportunities**

* An understanding of and willingness to comply with the council’s Equal Opportunities Policy

*TheTrust is committed to safeguarding and promoting the welfare of children*

*and young people and expects all staff and volunteers to share this commitment*

September 2019