**Job Vacancy**

**Nant-y-Cwm Steiner School Afternoon Assistant**

**Temporary Post: September 2015 to July 2016**

**8 hours per week Monday to Thursday.**

**1.45pm to 3.45pm**

**Temporary post until July 2016, with a possibility of it leading to a permanent position.**

**Rate of pay £7.77 hour (TBC) plus holiday pay.**

**Closing Date for Applicants 15th June 2015**

**Please contact the school office on 01437 563640 for an Application Form or email info@nant-y-cwm.co.uk.**

The position is accountable to the Teaching Team.

Outline of the post:

* To care for the children staying for the afternoon session.

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To prepare the classroom and activity for that afternoon. To receive relevant handover from Class Teacher regarding the afternoon care session.

These tasks include:

* Prepare and being involved in the craft activities planned.
* Telling or reading stories
* Supervision of the children while they play, or are involved in an activity.
* Taking care of children needing comfort or first aid
* Tidy the room at the end of the afternoon, and prepare the children for going home at 3:30 p.m.

As an employee of Nant-y-Cwm Steiner School you would be expected to:

* Maintain confidentiality
* Uphold school policies, Estyn requirements.
* To work within the principles of Steiner Waldorf education
* To undertake an enhanced DBS check.

There may be other duties as the teaching team or school management may from time to time reasonably require. The post holder would also need to be prepared to attend relevant training courses, inset days, to support the work of the school; and facilitate personal development at work.

Qualities required:

* Personal warmth, patience and tolerance, empathy, understanding, positivity and joy.
* Willingness to learn
* Perseverance
* Ability to co-operate and to work with staff and parents.
* To be a role model worthy of imitation by the children in your care.
* Wide knowledge of craft and child based activities to draw upon.
* An understanding of free play.

**Closing Date for Applicants 15th June 2015.**