

After School Club – Supervisor

The Junior School comprises of an enthusiastic, committed, and energetic team of teachers who offer our students the opportunity to develop through high-quality teaching, become confident, critical and independent thinkers.

The Junior and Senior School is looking to hire an enthusiastic, hardworking individuals for the position of **After School Club – Supervision staff**.

Duties and Responsibilities

The indicative duties and responsibilities of this position are outlined in the detailed Job Description. However, these are not to be construed as exclusive or all-inclusive.

Requirements

- Be able to communicate effectively within a team
- Be a positive, kind, and caring teacher
- Good behaviour management skills
- Excellent knowledge of English language both verbal and written
- Degree in educational field will be considered as an advantage

Location

We are welcoming expression of interest for our Junior School site for five (5) working days per week and for working hours either between 13:00 to 15:30 or 13:00 to 16:30.

Remuneration

A competitive remuneration package will be offered to the successful candidates, according to qualifications and experience.

Applications

All applications will be treated with the strictest confidentiality.

Interested applicants should complete our [online](#) application and send their CV and certificates, quoting “After School Club - Supervisor”.

The Junior and Senior School is committed to the safeguarding and protection of children and young people. Any offer of employment will be subject to satisfactory references and appropriate criminal records checks. Questions regarding safeguarding of children and young people will be asked during interview.

Job Description

Position: After School Club – Supervisor

Line Manager: Enrichment Coordinator

General

The After School Club – Supervisor is responsible for overseeing the well-being, safety, and development of children. This role involves ensuring a positive and nurturing atmosphere conducive to learning and growth.

Duties and Responsibilities

- Supervise and monitor children from ages 3 – 11
- Follow safeguarding rules and ensure the safety of all children in all times
- Supervise children and ensure their safety, development, growth, skill achievement, and general well-being
- Develop and implement behaviour management strategies to create a positive and respectful learning environment
- Address and resolve behavioural issues with children in a constructive and consistent manner
- Interact and engage the students with their academic studies and homework (Y1 onwards).
- Keep children busy by following a well-structured program of different activities
- Support and help students with a range of abilities
- Mediate any children’s disputes
- Report any incidents that occur swiftly to the head of Supervision

Non limiting clause

This job description is not intended to be a complete or limiting description of the tasks or responsibilities that the post holder may reasonably be requested to undertake. The job description may be changed to meet new demands or circumstances and following consultations between the post holder and the Headteacher/Principal.