**Manchester City Council**

**Person Specification**

Lunchtime organiser

To demonstrate an interest and involvement in working with children and young people

The ability to understand as well as supervise children and young people

Ability to respond to every day situations

Ability to communicate with others

To be available for work during school holidays if required (unless on annual leave).

**Personal Styles and Behaviours**

Willingness to support the Catholic ethos of the school

Willingness to consent to and apply for an enhanced Disclosure and Barring Service (DBS) check

Tact and diplomacy in all interpersonal relationships

Personal commitment to excellence in service delivery

Desire to pursue own personal development and to undertake training as required.

Self motivation and personal drive to complete tasks to required time scales and quality standards

Discretion in dealing with confidential and sensitive issues

To carry out all duties with full regard to the City Council Equal Opportunities Policy