

## Job Description

### Classroom Assistant(s) - Handwork



Tenure	This is a part time fixed term post, term time only. Hours to be discussed at interview Start date: 5 <sup>th</sup> September 2018 Finish Date: 19 <sup>th</sup> July 2018
Rate of pay	Salary point B for hourly paid staff - £7.83ph
Holidays	28 days (inclusive of bank holidays)pro rata, to be taken during the school holidays
Education and qualifications	Essential qualifications: <ul style="list-style-type: none"> <li>• A satisfactory enhanced DBS check</li> <li>• Legally entitled to work in the UK</li> <li>• English and mathematics to GCSE level (minimum)</li> <li>• An interest and ability in a range of crafts</li> </ul>
Personal qualities: attributes/skills required	The successful candidate will: <ul style="list-style-type: none"> <li>• be committed to working with Anthroposophy particularly in relation to the developmental stages of the child</li> <li>• be imaginative and creative,</li> <li>• be able to work under the direction of the handwork teacher and under their own initiative when required.</li> <li>• be organised, responsible, self-motivated and flexible</li> <li>• have a positive attitude to work</li> <li>• be a good communicator: with children and colleagues and have an ability to form good relationships with the children</li> <li>• display tact and sensitivity</li> <li>• be realistic in expectation of child's achievement/behaviour and knowing when to assist and when to step back</li> </ul>
Main duties and responsibilities	The Handwork assistant will be required to: <ul style="list-style-type: none"> <li>• Help children to participate fully in and benefit from the work undertaken in class.</li> <li>• Assist the Handwork teacher in keeping the Handwork room tidy</li> <li>• Assist in management of behaviour as necessary.</li> <li>• Other classroom tasks as required by the teacher</li> </ul>
Management and supervision	The Handwork Assistant is responsible through the Handwork Teacher to Education Mandate.

York Steiner School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and passing an enhanced Criminal Records Bureau check.

York Steiner School is an equal opportunities employer and is committed to ensuring that every job applicant or employee receives equal treatment irrespective of sex, marital status, age, race, nationality, disability, sexuality or religious belief