 **Staff Recruitment**

**AFTER SCHOOL CLUB ASSISTANT – SATURDAY YOUTH CLUB**

**Job Ref: SGJ70150127**

**3.5 hours per week Saturdays 08.45am to 12.15pm**

**Term Time Only, Temporary until 31st March 2025**

**Grade 4, SCP 7-11, Annual Salary £2,072 - £2,208**

Redwood Clubs are looking to recruit an After School Club Assistant to work in our Saturday Youth Club. Redwood Clubs run a fun and exciting Youth Club for young people with SEN and Disabilities across the borough of Rochdale. Its primary location is at Redwood Education & Enterprise Centre (REEC) in Middleton.

We are looking for enthusiastic, reliable, fun, honest, and hardworking individuals who are able to work well as a team. The applicant must enjoy working with children and be able to create a fun and enjoyable atmosphere for children aged 4 - 18.

All staff must be committed to safeguarding and promoting children’s welfare.

We offer our staff a fun, supportive, caring and nurturing work environment where we support one another’s professional growth and development.

**Roles and Responsibilities include;**

* Setting up and clearing away of the equipment at the start and end of each session.
* Supervising children's activities, ensuring their safety at all times.
* Meet and great parents and provide them with feedback on their child’s time at the club.
* Assist with planning different activities with the children and encouraging them to be creative with their play.
* To assist with providing a fun and stimulating environment for the children.
* Assisting in generating ideas and planning and organising daily activities.
* Monitoring condition of activity equipment.
* To provide personal care for children in attendance.

**Successful applicants will have;**

* Previous experience of working with children, ideally in an out of hour’s school setting. If the applicant does not already hold relevant training it will be organised for you, Safeguarding, Prevent training, and First Aid.

**To apply for the role, please submit an application form to** [**vacancies@redwood-school.com**](mailto:vacancies@redwood-school.com)

Please note CVs are not accepted, direct applications only, no agencies.

The closing date for all applications is **28th January 2025 at 11.59pm**Interviews **TBC**

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Appointment to this post is subject to an enhanced Disclosure and Barring and background check.

The ability to converse at ease with customers and service users and provide advice in accurate spoken English is an essential requirement of this post.

Applicants are advised that by applying for this position they are declaring that they are not subject to any immigration controls or restrictions that prohibit them undertaking work in the UK, and that they are able to provide proof of their Right to Work in the UK if they are invited to attend an interview. The school will carry out an online search as part of their due-diligence for all shortlisted candidates in line with Keeping Children Safe in Education 2022 (para 220).