



AFTERCARE CONSULTANT

Northfields is seeking to hire an Aftercare Consultant to work for the International Higher school and Nursery and Primary School.

The potential candidate will report to the Administrative Manager and Primary School Principal.

MAIN DUTIES AND RESPONSIBILITIES

- **Aftercare Services:** Provide aftercare services to children on Wednesday afternoons, ensuring a safe and nurturing environment.
- **Supervision:** Supervise and engage children in age-appropriate activities, promoting a positive and inclusive atmosphere.
- **Homework Assistance:** Assist students with homework and facilitate educational activities that support their academic development.
- **Snack Time:** Oversee and facilitate snack time, ensuring dietary restrictions and preferences are respected.
- **Communication:** Maintain open communication with parents, providing updates on children's activities, achievements, and any concerns.
- **Ad Hoc Days:** Be available for additional aftercare services on ad hoc days such as staff onset days, weather days, or other special circumstances.
- **Safety Measures:** Implement safety protocols and emergency procedures to ensure the well-being of all children.
- **Collaboration:** Work collaboratively with school staff to align aftercare activities with the school's values and educational goals.

SCHEDULE

- ✓ Wednesday Afternoon 12h30 to 16h15 (Regular Schedule)
- ✓ Ad Hoc Days as needed. - based on the school's schedule and requirements.
- ✓ Aftercare during staff inset days.

Safeguarding Statement

Northfields is committed to safeguarding the health, well-being, and safety of our students by creating and maintaining an open, safe, caring and supportive environment. We aim to foster a strong sense of community, respect and discipline while promoting positive student-life experiences. Safeguarding and Child Protection are the direct responsibility of all members of the community: The Board of Directors, Leadership and Management, Staff and Volunteers.

Empowering learners to reach their full potential



NORTHFIELDS

VIRTUS ET HONOR

The successful candidate should possess the job specification as outlined below:

EDUCATION

- Certificate or Diploma in Childcare or equivalent (e.g. NVQ 2)

Other mandatory documents as required

- Food Handlers Certificate
- CPR Training and First Aid Certificate
- Medical Certificate
- Certificate of Character (not less than 3 months)

KNOWLEDGE & EXPERIENCE

- Previous experience in childcare or aftercare services is preferred.
- Patience, empathy, and a genuine interest in the well-being of children.
- Ability to organize and facilitate age-appropriate activities.

SKILLS

- Demonstration of in-depth subject and curriculum knowledge
- Excellent ICT skills
- Strong Communication skills and Interpersonal skills
- Collaborative skills
- Creativity and presentation skills

Northfields International School is an equal opportunity employer and encourages candidates from diverse backgrounds to apply.

If you are interested, please send your CV and Cover letter to careers@northfields.school

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