

# Lancashire County Council

Person specification form		
<b>Post title:</b> Welfare Assistant	<b>Grade:</b> FLW	
<b>Directorate:</b> Children and Young People	<b>Post number:</b>	
<b>Establishment or team:</b> Queens Drive Primary School		
Requirements (based on the job description)	Essential (E) or desirable (D)	To be identified by: application form (AF), interview (I), test (T), reference (R) or other (give details)
<b>Qualifications</b> It is desirable but not essential that the candidate holds a relevant First Aid Certificate	D	AF
<b>Experience</b> Ability to communicate with adults and children	E	AF, I
Candidate should have experience of working with children	D	AF, I
A warm and welcoming manner	E	AF, I
Have a knowledge of first aid record keeping	D	AF, I
<b>Knowledge, skills and abilities</b> Have a willingness to undergo training	E	AF, I
Ability to work independently or as part of a team	E	AF, I
Ability to relate positively to children and adults	E	AF, I
To always maintain confidentiality	E	AF, I
The ability to give advice/instruction in a helpful, professional manner	E	AF, I
To show care and compassion for those that are hurt	E	AF, I
A desire to be helpful, caring and positive	E	AF, I
To be flexible, adaptable and to have enthusiasm and patience	E	AF, I
<b>Other</b> (including special requirements) 1. Commitment to safeguarding and protecting the welfare of children and young people	E	I
2. Commitment to equality and diversity	E	I
3. Commitment to health and safety	E	I
4. Satisfactory attendance record/commitment to regular attendance at work	E	R
<b>Prepared by:</b> L Garmston	<b>Date:</b> 18/11/2024	
<b>Note: We will always consider your references before confirming a job offer in writing.</b>		

