

## **ROLE DESCRIPTION**



### **Family ESOL Volunteer**

Salary: Voluntary (not a paid position)

Hours: 2 hrs per week on Wednesdays 10.15-12.15pm (term time only)

#### **Purpose of Role**

The Volunteer role is to look after the preschool children of our ESOL learners during their class.

#### **Main Duties & Responsibilities**

- To assist in setting up equipment for the session
- To look after children and assist with play activities
- To assist with clearing up at the end of the session
- To ensure safety of children at all times

#### **Other duties and responsibilities**

- Abide by health and safety guidelines and share responsibility for your own safety and that of colleagues
- Understand and empathise with the aims and ethos statement of the Centre and its equal opportunities policies

#### **Qualifications/Experience**

- Knowledge or experience in a childcare setting is desirable, but not essential.
- Must be reliable.
- Must have the ability to relate well to parents/carers and their children.
- Good interpersonal skills.
- Must be supportive, enthusiastic.
- Ability to work as part of a team, but be able to use own initiative.