



FCJ Primary School

Person Specification – Learning Enrichment & Marketing Assistant

	Essential	Desirable
Essential Skills and Qualities	• Passion for supporting children’s learning and development. • Strong interpersonal and communication skills. • Creative flair with confidence in using digital media and writing engaging content. • Good organisational skills and attention to detail. • Ability to work collaboratively and positively within a team. • Commitment to the ethos and values of FCJ Primary School. • Patience • Reliability and trustworthiness	• Level 3 qualification (e.g. Supporting Teaching and Learning, Childcare, or equivalent). • Previous experience in marketing, communications, or promotional work. • Experience working in a school or educational environment. • Skills in photography, design, or social media management. • Knowledge of safeguarding children

This school is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Any successful applicant will be required to undertake an enhanced DBS check and complete the required Personal & Health Declarations.