



Walbottle Campus

Person specification

Category	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> Level 3 qualification Relevant CPD over last three years. 	<ul style="list-style-type: none"> Degree/Equivalent.
Experience	<ul style="list-style-type: none"> Knowledge and experience of supporting students in a relevant role. Selecting and preparing resources for use in classroom. 	<ul style="list-style-type: none"> Knowledge/experience of supporting monitoring and evaluating student performance. Working with children of relevant age in a learning environment. Managing pupil behaviour. Knowledge of School Welfare/Pastoral systems Knowledge and understanding of the transition process. Experience of coaching/mentoring. Administering, assessing and marking tests. Supervising pupils, under an agreed system of supervision.
Skills, Knowledge and Competence	<ul style="list-style-type: none"> Ability to communicate effectively orally and in writing. Ability to form good relationships with parents, adults and students. Ability to work collaboratively within a team and when necessary, resolving conflict. Strategies for ensuring inclusion and diversity Use of intervention strategies to support student behaviour. 	<ul style="list-style-type: none"> Good time Management Proven ability to create conditions for sustained improvement. The ability to use ICT creatively to promote student engagement and achievement. The ability to interpret and use data as a tool for school improvement. Supporting student care and achieving excellence. Knowledge of Self review and evaluation procedures [whole school/ departmental/ year]. Identification and intervention strategies which ensure student achievement. Ability to access, analyse and interpret information.
Other Qualities	<ul style="list-style-type: none"> Sense of humour and perspective Enthusiastic. Inspires others. Approachable. The ability to be a positive team member. Inspire, challenge, motivate and empower others to carry the vision forward. Model the vision and values of the school. Demonstrate personal enthusiasm for and commitment to the learning process. Resilience. Loyalty to the Leadership Team and the Governing Body. 	

Prepared by:

Name:	Tracey Gray	Date:	September 2019
Title and/or department:	Director of Support		

Note: This job description is not exhaustive and will be subject to periodic review. It may be amended to meet the changing needs of the school. The post-holder will be expected to participate in this process and we would aim to reach agreement on any changes.