**Person Specification –Learning Support Advisor**

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| **Criteria** | **Essential** | **Desirable** |
| Qualifications | * Educated to GCSE or equivalent standard * Good standard of literacy and numeracy | * An appropriate qualification for the role |
| Knowledge and Experience | * Awareness of the importance of support for students with Special Educational Needs. * Knowledge of positive approaches to attitudes to learning * Experience with students presenting challenging attitudes * Experience of engaging successfully with a wide range of external agencies | * Experience of working in a school environment * Experience of working with students with specific/varied Special Educational Needs. * Awareness of Counselling used with young people. |
| Professional Skills | * Evidence of an understanding and commitment to Equal Opportunities and an understanding of its effective operation within a school. * High level of ICT skills |  |
| Personal Qualities | * Sympathetic to the ethos of a Catholic School * Flexibility and being open to new ideas * Good interpersonal skills and the ability to work as a member of a team. * Ability to develop and maintain good relations with all members of the school community and to work co-operatively with staff from a range of agencies as required * Ability to communicate clearly and concisely both orally and in writing and to produce information in an organised manner * Ability to remain calm under pressure * Sense of humour | * Practising Catholic * Desire to involve students in activities beyond the classroom |