



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.