

## PERSON SPECIFICATION – Student Support Officer

The successful candidate will meet the following person specification. Please note that the listed criteria will form the basis of the selection process. Applicants should address all elements of the Person Specification, indicating experience and where appropriate citing supporting examples within their application.

<b>Qualifications &amp; Training</b>	<b>Essential/Desirable</b>	<b>How Identified</b>
<input type="checkbox"/> Recent relevant training in working with young people with challenging attendance/behaviour	<b>D</b>	Application form/Interview/Task (if applicable)
<input type="checkbox"/> First Aid qualified (or willing to qualify)	<b>E</b>	
<input type="checkbox"/> Full UK Driving Licence	<b>E</b>	
<b>Knowledge &amp; Experience</b>	<b>Essential/Desirable</b>	<b>How Identified</b>
<input type="checkbox"/> Experience of a team approach to problem solving	<b>E</b>	Application form/Interview/Task (if applicable)
<input type="checkbox"/> Experience of working with young people and families in schools or similar setting	<b>E</b>	
<input type="checkbox"/> Experience of working successfully with young people with challenging attendance, between the ages of 3-11	<b>E</b>	
<input type="checkbox"/> A good understanding of the challenges that young people face, growing up in a Multi-Cultural Inner City Community	<b>E</b>	
<input type="checkbox"/> A well-developed understanding of strategies to manage and support young people with challenging behaviour in a school environment	<b>E</b>	
<input type="checkbox"/> Experience of identifying needs and targeting intervention	<b>E</b>	
<b>Skills &amp; Key Criteria</b>	<b>Essential/Desirable</b>	<b>How Identified</b>
<input type="checkbox"/> A commitment to raising standards for all young people at Excelsior Academy.	<b>E</b>	Application form/Interview/Task (if applicable)
<input type="checkbox"/> Ability to motivate, inspire and manage young people of all abilities.	<b>E</b>	
<input type="checkbox"/> Ability to communicate effectively with adults and young people including through written and verbal communication.	<b>E</b>	
<input type="checkbox"/> Ability to work sympathetically yet purposefully with challenging young people.	<b>E</b>	
<input type="checkbox"/> Ability to take the initiative.	<b>E</b>	

<input type="checkbox"/> An excellent team member.	<b>E</b>	
<input type="checkbox"/> Ability to use basic ICT (word processing, spreadsheet, data input).	<b>E</b>	
<input type="checkbox"/> Ability to represent the Academy and the needs of young people in multi professional meetings.	<b>E</b>	
<input type="checkbox"/> Ability to analyse and interpret data.	<b>E</b>	
<b>Equal Opportunities</b>	<b>Essential/Desirable</b>	<b>How Identified</b>
<input type="checkbox"/> Candidates should indicate an acceptance of, and a commitment to, the principles of the Academy's Equal Rights policies and practices as they relate to employment issues and to the delivery of services to the community.	<b>E</b>	Application form/Interview/ Task (if applicable)
<input type="checkbox"/> Commitment to equal opportunities policies relating to gender, race and disability in an educational context.	<b>E</b>	
<b>Safeguarding</b>	<b>Essential/Desirable</b>	<b>How Identified</b>
<input type="checkbox"/> Commitment to the protection and safeguarding of children and young people.	<b>E</b>	Application form/Interview/ Task (if applicable)
<input type="checkbox"/> Has up to date knowledge of relevant legislation and guidance in relation to working with young people.	<b>D</b>	