

6th Form Student Support Leader (KS5)

Trinity Academy

6th Form Student Support Leader (KS5)

Criteria	Essential	Desirable
Qualifications	<ul style="list-style-type: none">• Good GCSE English and Maths	<ul style="list-style-type: none">• Degree or equivalent• Relevant further qualifications and or experience of UCAS/KS5 PSHE/CIAEG
Experience	<ul style="list-style-type: none">• Experience of maintaining and manipulating computerised and/or paper based data/information.• Experience of liaising with a range of stakeholders to find effective solutions• Experience of working with young people in working with 6th Form learners• Experience of supporting learners to overcome barriers to learning	<ul style="list-style-type: none">• Current successful school experience with a responsibility for student welfare / raising achievement especially at Key Stage 5• Experience of using a Management Information System preferably SIMS.• Experience of safeguarding and pastoral roles in schools.
Leadership and Management Skills	<ul style="list-style-type: none">• Ability to manage time effectively, organise & prioritise workloads and work	<ul style="list-style-type: none">• The experience, where necessary, to give a clear lead on inclusion and

	<p>proactively to ensure objectives are fulfilled.</p> <ul style="list-style-type: none"> ● Ability and willingness to work cooperatively as part of a team ● Ability to help us build on the breadth of the educational experiences we offer both in and out of the classroom. ● Respect for the professional expertise of others. ● Ability to be managed by others including the Head of 6th Form, using constructive feedback to improve your performance. ● Ability to de escalate difficult situations 	<p>managing learning and student achievement.</p> <ul style="list-style-type: none"> ● Evidence of innovative and effective learning coordination.
<p>Personal attributes</p>	<ul style="list-style-type: none"> ● Enthusiastic, perceptive and fair. ● Record of excellent practice. ● Ability to provide guidance, advice, instruction and support and challenge students and staff. ● A personal commitment to quality and excellence that will take the Academy forward. 	<ul style="list-style-type: none"> ● Record of developing and maintaining good relationships with students and wider school community. ● Knowledge and expertise in how people learn. ● A clear vision on the position of student welfare and inclusion in the Academy over the next 5 years.

	<ul style="list-style-type: none"> • Unflappable • Good sense of humour • Ability to file and retrieve information stored alphabetically, by theme or numerically, both in paper and electronic formats. • Ability to handle information securely and confidentially. • An understanding of the needs and values of different communities, in particular the different cultures the Academy serves. • Genuine care for all students, especially the disadvantaged and vulnerable 	
<p>Communication Skills</p>	<ul style="list-style-type: none"> • High standard of written and verbal communication skills. • Be able to communicate with care and respect to students, staff, parents and carers 	<ul style="list-style-type: none"> • Experience of leading meetings.