

Person Specification

Post: Associate Progress Tutor

Attributes	Essential	Desirable	How identified
Qualifications	Grade C or above in GCSE English and Maths	- Relevant CPD - Good honours degree	- Application - Certification
Experience	- Values driven - Working with young people to help them achieve their goals - Genuine care and respect for students - Working within a team	- Working in an inner-city area of high deprivation - Dealing with sensitive issues in a professional capacity - Tailored interventions that challenge and support students to achieve high standards - Delivery of PSHE content and guidance	- Application - Interview
Knowledge and skills	- High expectations which motivate and challenge students - Understanding of how students learn - Commitment to safeguarding - Excellent communication skills and diplomacy - Commitment to team-work and responsive organisation of work - Successfully manage competing demands and prioritise workload effectively - Ability to construct successful relationships with young people - Commitment to safeguarding - Microsoft Office, especially Excel, Outlook and Word	- Understanding of what makes a Dixons academy different and successful - Safeguarding procedures - Awareness of SEND practices and procedures	- Application - Interview - References
Character	- Strong moral purpose and drive for improvement - Mission-aligned - Humble and kind - Motivated, enthusiastic and flexible - Excellent interpersonal skills - Good sense of humour - Desire to develop yourself - Ability to give, receive and act on feedback - Strong attention to detail - Ability to work under pressure - Commitment to the full life of the academy	Willingness to offer extra-curricular provision	- Application - Interview - References