

# Careers Lead

## Bristol Cathedral Choir School

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### Person Specification

The Headteacher is looking to recruit an outstanding professional who shares the vision for Bristol Cathedral Choir School as a centre of excellence for secondary education, committed to inclusion and grounded in a strong musical tradition.

Applications are invited from charismatic, enthusiastic and suitably qualified candidates for this exciting, rewarding and demanding post. The successful candidate will demonstrate a passion for providing excellent advice and support to students, and will be highly motivated to deliver accessible, impartial CEIAG for all.

The following key criteria will be assessed via the candidate's Application Form; Interview; Observation and References:

Criteria	Essential	Desirable
<b>Qualifications and experience</b>	<p>Recognised Level 6 Careers qualification or working towards it</p> <p>Experience in managing the provision of career information</p> <p>Experienced and confident in establishing, maintaining and developing links with FE colleges, universities and apprenticeship providers</p> <p>A track record of providing quality, appropriate and inclusive careers advice</p>	<p>Good Degree</p> <p>QTS</p> <p>Further professional qualifications or study, relevant to the post</p>

	<p>Experience of working with students with a range of abilities</p> <p>Experience of work with SEND and from a range of socio-demographic backgrounds</p> <p>Experience of developing, establishing and maintaining links with employers</p> <p>Strong numeracy and literacy skills</p>	
<b>Skills</b>	<p>Ability to maintain the highest expectations of all students and staff</p> <p>Ability to plan activities effectively and have sound understanding of strategies to raise aspirations</p> <p>Ability to design and manage student and parent events</p> <p>A commitment to further professional development for yourself and others</p> <p>Excellent communication with your team and with the leadership team</p> <p>A willingness to collaborate with other schools across the Trust</p> <p>Ability to prioritise and work to deadlines</p>	<p>Experience of contributing to whole school improvements</p> <p>Contribute to co-curricular activities</p>

<p><b>Personal Qualities</b></p>	<p>A dynamic leader and a team player</p> <p>Ability to inspire and motivate</p> <p>A genuine care and respect of students and colleagues</p> <p>Integrity</p> <p>Sense of humour</p> <p>Ability to work well under pressure</p> <p>'Can do attitude' willing to engage in the whole of school life</p> <p>Organisational skills</p> <p>ICT literate</p> <p>Commitment to raising standards of achievement through innovative practice</p>	<p>Strong leadership and management skills</p>
<p><b>Safeguarding Children</b></p>	<p>Commitment to safeguarding and promoting the welfare of children and young people</p> <p>Ability to ensure and deliver effective safeguarding</p>	