

Cover Supervisor: Person Specification

AF – Application Form

SP – Selection Process

Specification	Essential/ Desirable	Method of Assessment
QUALIFICATIONS / PROFESSIONAL MEMBERSHIP		
<ul style="list-style-type: none"> Honours Degree 	D	AF
<ul style="list-style-type: none"> Minimum of 5 GCSE's including English and Maths at Grade 9-4 (A* to C) or above 	E	AF
KNOWLEDGE AND SKILLS		
<ul style="list-style-type: none"> High level of oral communication skills including the ability to communicate effectively in a variety of situations 	E	SP
<ul style="list-style-type: none"> Excellent organisational skills 	E	AF
<ul style="list-style-type: none"> The ability to work under your own initiative, whilst appropriately escalating matters as required 	E	AF
<ul style="list-style-type: none"> To be able to work constructively as part of a team, understanding school roles and responsibilities and your own position within these 	E	AF
<ul style="list-style-type: none"> Knowledge of relevant SEND legislation and Code of Practice, and an understanding of its implications in practice 	D	SP
<ul style="list-style-type: none"> Knowledge of school practices and processes, and how pupils with SEND are likely to make good progress 	D	AF
<ul style="list-style-type: none"> Demonstrate effective skills in conflict resolution 	D	SP

PERSONAL QUALITIES		
<ul style="list-style-type: none"> The ability to maintain confidentiality at all times 	E	AF
<ul style="list-style-type: none"> Able to demonstrate a high level of personal resilience in demanding situations 	E	AF
<ul style="list-style-type: none"> A commitment to your own continuous professional development. 	E	AF
<ul style="list-style-type: none"> Personal commitment to the College's professional standards, including dress code, as appropriate. 	E	AF
<ul style="list-style-type: none"> The post will require enhanced DBS clearance. 	E	SP
<ul style="list-style-type: none"> To promote Health & Safety, Safeguarding policies and Equality & Diversity across the Trust. 	E	AF