

# **THE GRANGE SCHOOL**



## **COVER SUPERVISOR AND PE TECHNICIAN**





**THE GRANGE SCHOOL**

**PERSON SPECIFICATION**

**Job Title: Cover Supervisor and PE Technician**

<b>Person Specification</b>		
<b>KEY CRITERIA</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
<b>Qualifications and Training</b>	<ul style="list-style-type: none"> <li>Educated to GCSE Level with English and Maths at A* to C or 9-4</li> </ul>	<ul style="list-style-type: none"> <li>Graduate or equivalent</li> </ul>
<b>Competencies</b>	<ul style="list-style-type: none"> <li>Ability to relate well to children</li> <li>Experience of working with young people and adolescents</li> <li>Awareness of educational establishments and learning environments</li> <li>Good working knowledge of ICT</li> <li>Flexible in attitude and approach</li> <li>Positive and calm under pressure</li> <li>Good organisational skills</li> <li>Ability to manage own time effectively</li> <li>Awareness of, and ability to respond to risk</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge of MIS system</li> <li>Knowledge of behaviour management strategies</li> <li>Awareness of the importance of data protection, confidentiality and safeguarding</li> <li>Confidence with audio/visual equipment</li> </ul>
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>Excellent communication skills both written and verbal</li> <li>Ability to work independently using own initiative</li> <li>Ability to establish good working relationships with a wide range of students</li> <li>Ability to handle sensitive matters with discretion and in confidence</li> <li>Ability to work flexibly</li> <li>Self-motivated</li> <li>Presence, dynamism, good sense of humour and approachability</li> </ul>	<ul style="list-style-type: none"> <li>Awareness of and promotion of equality</li> <li>Good understanding of safeguarding procedures</li> <li>Understanding of procedures relating to confidentiality</li> </ul>
<b>Other requirements</b>	<ul style="list-style-type: none"> <li>Ability to play at least one sport to a good level</li> <li>Ability to support PE teaching</li> <li>Flexible working approach</li> <li>Participation in CPD training</li> </ul>	<ul style="list-style-type: none"> <li>Demonstrate a clear commitment to develop and learn in the role</li> </ul>

	<ul style="list-style-type: none"><li>• Capacity to learn new skills, use initiative and implement new ways of working</li></ul>	<ul style="list-style-type: none"><li>• Coaching qualifications would be advantageous but not a necessity</li></ul>
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