



## **COVER SUPERVISOR – PERSONAL SPECIFICATION**

| Qualifications                                                                                         | Essential/Desirable |
|--------------------------------------------------------------------------------------------------------|---------------------|
| English and Maths GCSE Grade C+ (or equivalent)                                                        | E                   |
| Youth Work or other qualification to work with children                                                | D                   |
| Degree or Level 5/7 qualifications                                                                     | D                   |
| Experience                                                                                             |                     |
| Working with children (school setting or similar)/supporting learning                                  | E                   |
| Coaching/mentoring                                                                                     | D                   |
| Skills and Knowledge                                                                                   |                     |
| Knowledge and understanding of processes that support children and young people                        | E                   |
| The ability to work alongside all stakeholders to fulfil the trust's ambition for children             | Е                   |
| An ability to communicate effectively, both orally and in writing                                      | Е                   |
| Good knowledge and skills in the use of ICT/Technology                                                 | E                   |
| Good behaviour management skills and knowledge                                                         | E                   |
| Personal qualities                                                                                     |                     |
| Someone who has the inter-personal and communication skills to maintain positive                       | E                   |
| relationships and work effectively with staff at varying levels of role and experience.                |                     |
| An inspiring person who has the resilience and tenacity to motivate, empower and support               | E                   |
| children                                                                                               |                     |
| A determined and aspirational approach to improving outcomes for all vulnerable groups                 | E                   |
| Committed to self-development and the development of others                                            | E                   |
| Calm, confident and solution focussed in the face of challenge                                         | E                   |
| A strong commitment to supporting and promoting safeguarding, equality and diversity                   | Е                   |
| An ability to work creatively as an individual and as part of a team                                   | Е                   |
| Ability to cope with periods of pressure and prioritise workload accordingly so that deadlines are met | Е                   |