

PERSON SPECIFICATION: Lead Cover Supervisor

Please have this person specification in mind when writing your letter of application.

Key: attribute tested principally through: **F**orm, **L**etter, **R**eferences, **I**nterview, **O**bservation

Essential				Desirable
SKILLS AND EXPERIENCE				
Minimum of level 3 qualifications				
Evidence of further qualifications and training				
Experience with leading/teaching/managing/communicating with secondary/and or primary aged pupils (e.g. Scouts/Church/Youth sports teams)				
Understanding the needs of young people				
Other experience of communicating with groups of people				
Proficiency in use of basic word-processing and spreadsheet use				
Ability to express themselves clearly both in writing and in speech				
Understanding of safeguarding issues				
Personal reliability and integrity				
Enthusiasm for the role				
PERSONAL QUALITIES				
Ability to inspire confidence in and establish excellent relationships with students, teachers and parents [R, I, O]				Good time-management skills [R, I]
Strong classroom management skills [R, I, O]				
Excellent knowledge, understanding and skills in relation to team building [R, I]				Perseverance [R, I]
Very good/excellent organisational skills [F, L, R, I]				
Flexibility [R, I]				
CHILD PROTECTION				

Commitment to form and maintain appropriate relationships and personal boundaries with young people [R, I]				Understanding of how best to promote the health, safety and well-being of young people [R, I]
Commitment to safeguarding and promoting the welfare of young people [R, I]				