**ROCHDALE BOROUGH COUNCIL**

**PERSON SPECIFICATION**

**Learning Mentor (Achievement) Grade 6 (SCP) 19-24**

**Note to Applicants**

**This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment**.

1. **The *Essential* Criteria are for the qualifications, experience, skills or knowledge you MUST SHOW YOU HAVE to be considered for the job.**
2. **The *Desirable* Criteria are used to help decide between candidates who meet ALL the Essential Criteria.**
3. **The *How Identified* column shows how the Council will obtain the necessary information about you.**
4. **If the How Identified column says the Application Form next to an Essential Criteria or a Desirable Criteria, you MUST include in your application enough information to show how you meet this criteria. You should include examples from your paid or voluntary work.**

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| **ATTRIBUTES** | **ESSENTIAL** | **HOW IDENTIFIED** | **DESIRABLE** | **HOW IDENTIFIED** |
| **QUALIFICATIONS**  **AND EXPERIENCE** | * To possess GCSE English and Mathematics at Grade A\*- C, or GCSE Level 4 - 9, or a Level 2 qualification in Literacy and Numeracy. * To possess or be working towards a relevant Level 3 qualification i.e. Level 3 Supporting Teaching and Learning Specialist Diploma **or** Level 3 Teaching Assistance/Supporting Teaching and Learning. * Relevant experience working with children and young people. * Experience of working within a team to achieve objectives. * Experience of working in a school/college setting. | **Application Form/Checking of Certificates** | * ECDL qualification. * Experience of mentoring. | **Application Form/Checking of Certificates** |
| **SKILLS AND KNOWLEDGE** | * Communication and sound interpersonal skills to build and maintain effective working relationships. * Ability to empathise, influence, motivate and engage effectively with children and young people. * Ability to work with parents/carers in difficult situations. * Strong IT skills and the ability to integrate ICT into the learning process for pupils. * Initiative and ability to resolve problems in sometimes stressful situations. * Effective organisational skills to manage conflicting deadlines and work under pressure. * Ability to keep accurate records and write reports. * Creativity and resourcefulness skills to develop a range of strategies to assist children and young people to achieve learning objectives. * Understanding and working knowledge of principles of child development, learning styles and independent learning. * Knowledge of safeguarding and child protection procedures. | **Application Form/Interview** | * Knowledge of strategies used in dealing with young people with learning and behavioural difficulties. | **Application Form/Interview** |

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| **SPECIAL WORKING CONDITIONS** | * Prepared to undertake travelling as part of duties. * Prepared to work in a variety of settings including home, primary school etc. * Ability to work to a flexible timetable. * The ability to converse at ease with customers and service users and provide advice in accurate spoken English. | **Application Form** |  |  |