

**JOB TITLE:** Pastoral Manager

**DEPARTMENT:** Pastoral

**SECTION:** Secondary School

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**Qualifications and Experience**

- Essential: Minimum 5 GCSEs A\*-C including Maths and English or equivalent qualification or experience
- Some experience in managing situations arising from behaviourally challenged children
- Experience of responding to often complex and sensitive situations and needs, providing appropriate advice and support
- Experience of implementing plans, initiatives and strategies to improve pupil behaviour

**Knowledge and Understanding**

- Knowledge of procedures, practices and techniques for behaviour management.
- Experience of working with children of relevant age

**Skills and Abilities**

- Excellent communication and interpersonal skills to work with people at all levels, providing technical information that supports students' learning
- Ability to resolve problems, dealing with complex and challenging pupil behaviour and liaising with their families/carers
- Ability to work on own initiative under pressure, plan a workload to meet deadlines and to deliver on the school's priorities
- Ability to self-evaluate learning needs and actively seek learning opportunities
- Ability to relate well to children and adults

**Personal Qualities**

- Enthusiasm, optimism and resilience
- Committed to comprehensive education
- High expectations and energy
- Innovative in thought and practice
- Understanding of the intellectual, personal, social, and emotional needs and expectations of students

**Equalities**

- Ability to demonstrate a commitment to the principles of Equalities and to be able to carry out duties in accordance with the Council's Equalities Policy

*Dorothy Stringer is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment and comply with the Department of Education Statutory Guidance 'Keeping Children Safe in Education'.*