**Person Specification**

**Pastoral Support Co-Ordinator (Maternity Cover)**

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| --- | --- | --- | --- |
|  |  | Essential | Desirable |
| **Qualifications** | Formally recognised qualifications including  Maths and English – Grade C or equivalent | E |  |
| Evidence of professional development  (INSET attendance, course, personal study…) | E |  |
| Commitment to continual professional development | E |  |
| **Experience / Skills** | Experience of leading / leadership in an educational setting |  | D |
| Experience of working with young people / groups in an educational setting | E |  |
| Knowledge of relevant legislation, including current Safeguarding Training | E |  |
| Familiar with secondary school curriculum  (Maths / English) |  | D |
| Knowledge of intervention strategies (English / Numeracy) |  | D |
| Excellent written and communication skills | E |  |
| Proven ability to work under pressure | E |  |
| Familiar with data use for setting and / or intervention purposes |  | D |
| Ability to use ICT equipment for teaching and learning purposes |  | D |
| Experience of, or commitment to engaging in restorative practices |  | D |
| **Personal qualities** | High expectations of children and the ability to develop high quality relationships with them | E |  |
| Excellent organisational and time-management skills | E |  |
| Solution-focussed attitude | E |  |
| Positive team spirit, commitment to the shared ethos of the college | E |  |
| Commitment to the Catholic Values of the college | E |  |