

**Post 16 Academic Coach and Learning Hub Manager**

**Person Specification**

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| **REQUIREMENT** | **ESSENTIAL** | **DESIRABLE** |
| **LEGAL REQUIREMENTS** | Enhanced DBS Clearance |  |
| **QUALIFICATIONS**Principally assessed through letter and application form | GCSE A\* - C in English and Maths.A Levels  | Degree A Level B or above in subject to be supported |
| **EXPERIENCE and PROFESSIONAL COMPETENCE**Principally assessed through letter, application form and lesson observation | Experience of working with Secondary childrenKnowledge and understanding of Equal OpportunitiesKnowledge of Health and Safety issues |  |
| **KNOWLEDGE**Principally assessed through letter and interview process | An understanding of child development and appropriate levels of childcare |  |
| **COMMUNICATIONS**Principally assessed through letter and interview process | Have excellent written and verbal communication skillsAbility to use IT technology |  |
| **PERSONAL ATTRIBUTES**Principally assessed through references, letter and interview process | To be committed to safeguarding and promoting the welfare of children and young peopleAbility to motivate individuals to perform effectivelyAbility to innovate and contribute to new initiatives Commitment to working in partnership with parentsAwareness of and respect for, the needs of the individual child and their families, including multi-cultural and inclusive practices.Flexibility and willingness to be involved in the schoolWork effectively as a member of a teamBe an effective role model through presentation and personal conductEnthusiasm, energy, vigour, reliability and integrity |  |