SaFE Worker (Post 16)
Person Specification

ALEC REED ACADEMY
PROUD TO LEARN

Knowledge, Qualifications and Experience

Essential:

- GCSE Grade C or above in English and Mathematics (or equivalent)
- Educated to A-level standard (or equivalent)
- Experience of working with young people establishing successful relationships with them
- Experience of enforcing behaviour management with young people
- Excellent organisational and administrative skills
- Excellent working speed and ability to prioritise
- Experience and excellent knowledge in using Microsoft Office package
- Knowledge of study skills and Post 16 qualifications
- Excellent communication and interpersonal skills

Desirable:

- Previous experience in an educational environment
- Experience of SIMs

Abilities and Interests

- Ability to develop and maintain successful professional relationships with students, staff and parents/carers
- Ability to inspect and monitor reports; and take action to remedy any problems identified
- Ability to work constructively as part of a team, understanding Academy roles and responsibilities and their own position within these
- Ability to carry out instructions and work with minimum supervision and equally to work under pressure
- A demonstrable commitment to equality of opportunity
- Ability to work hard under pressure while maintaining a positive and professional attitude
- Adaptability and contributor to changing circumstances and new ideas
- A flexible and proactive work ethic
- A strong commitment to one's own professional development
- A willingness to become involved in wider Academy initiatives and activities