

**Person Specification for Student Wellbeing Manager  
Grade 8**

| <b>SPECIFICATION</b>           | <b>ESSENTIAL</b>                                                                                                                                                                                                                                                                                                                                                                                                     | <b>DESIRABLE</b>                                                                                                                    |
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| <b>Education/<br/>Training</b> | <ul style="list-style-type: none"> <li>• Good levels of proficiency in English and Mathematics.</li> <li>• Functional ICT skills.</li> </ul>                                                                                                                                                                                                                                                                         | <ul style="list-style-type: none"> <li>• Further qualifications i.e. GCSE, A level, Degree (or equivalent)</li> </ul>               |
| <b>Experience</b>              | <ul style="list-style-type: none"> <li>• Experience of working with young people.</li> </ul>                                                                                                                                                                                                                                                                                                                         | <ul style="list-style-type: none"> <li>• Working in a school environment.</li> <li>• Working in a classroom environment.</li> </ul> |
| <b>Knowledge</b>               | <ul style="list-style-type: none"> <li>• Ability to learn new and relevant skills</li> </ul>                                                                                                                                                                                                                                                                                                                         | <ul style="list-style-type: none"> <li>• Safeguarding concerns and processes</li> </ul>                                             |
| <b>Skills/Attributes</b>       | <ul style="list-style-type: none"> <li>• Effective interpersonal skills</li> <li>• Interacts with others on the basis of mutual self respect</li> <li>• Remains calm under pressure</li> <li>• Works effectively in a team</li> <li>• Able to be flexible over hours during the working day</li> <li>• Very trustworthy and ensures confidentiality is never broken</li> </ul>                                       | <ul style="list-style-type: none"> <li>• Leading small group activities</li> </ul>                                                  |
| <b>Personal Qualities</b>      | <ul style="list-style-type: none"> <li>• Ability and willingness to work to get the best from all children</li> <li>• Commitment, enthusiasm and energy</li> <li>• Patience, resilience, and consistency</li> <li>• Commitment to own personal and professional development</li> <li>• Willingness to be involved in the wider life of the school community</li> <li>• Emotional intelligence and empathy</li> </ul> |                                                                                                                                     |