

PERSON SPECIFICATION

Job Title: Learning Supervisor

	Job Requirements	Measurement
Knowledge	School organisational initiatives Understanding of relevant codes of practice and legislation	A I A I
Experience	Experience of the management and promotion of good behaviour in others Experience of working within a school/groups of young people on a voluntary or paid basis	A, I A, I, R
Skills & Abilities	Good organisational skills Excellent IT skills Ability to engage with students of 11-18 age range Commitment to effective learning strategies within the school Patience, determination and tact – with students and colleagues A commitment to equal opportunities A commitment to high standards Good written and verbal communication skills Good time management Ability to remain calm under pressure Work constructively in a team Ability to use initiative	A R A I R I I R I R I R A I A I I A I I R
Personal Qualities	Engaging personality to whom students respond Friendly and approachable Organised Calm under pressure A sense of humour Willingness to work hard for sustained periods	I I R A R I I I
Educational	GCSE grade C or above in Maths and English (or equivalent) Additional subjects at GCSE grade C or above (or equivalent) First Aid qualification (or willing to undertake necessary training)	Certificates A I
Special Requirements	<i>This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974. A satisfactory Enhanced Criminal Record check but he Disclosure & Barring Service (DBS) will be required prior to appointment.</i>	DBS

A = Application

I = Interview R = References