**PERSON SPECIFICATION**

**Job Title:** Learning Supervisor

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|  | **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*** | *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.* | *DBS* |

***A= Application I = Interview R = References***