Farringdon Community Academy

# Cover Supervisor: Person Specification

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|  | **Essential Requirements** | **Desirable** | **How identified** |
| **Education &**  **Qualifications** | * A good overall standard of education * Minimum GCSE English and Maths at A\* - C grade or equivalent. * Professional/administrative qualifications. | * Further Education Qualifications * Evidence of study to A level * Higher Education (degree) * Training for working with young people | Application Form |
| **Relevant Experience** | * Experience of working in a school environment * Experience of working directly with young people * Experience of using school based ICT systems | * Experience of working in a secondary school * Experience of working in a classroom environment * Experience of SIMs system | Application Form  Supporting Statement |
| **Specialist Knowledge & Understanding** | * Good ICT Skills | * Knowledge of strategies for encouraging reluctant learners * Knowledge of classroom ICT | Application Form  Presentation  Interview |
| **Skills** | * Good organisation and planning * Ability to work to deadlines * Good communication and interpersonal skills * Ability to motivate and encourage young people | * Other relevant skills/interests relevant to lunchtime/extra-curricular activities | Interview  Presentation  References |
| **Other** | * Reliable and conscientious * Desire and ability to learn new skills * Ability to work as a member of a team * Ability to communicate effectively * Flexible approach | * Calm and sensitive approach | Application Form  Supporting Statement  Presentation  Interview |