**Person Specification – Inclusion Supervisor**

|  |  |  |
| --- | --- | --- |
| **Criteria** | **Essential** | **Desirable** |
| **Experience** |  |  |
| Proven experience of working effectively with children, young people and families. | **X** |  |
| Experience and training in areas relating to inclusion, care, support and guidance. |  | **X** |
| Proven experience of working with students who exhibit challenging behaviour, are disengaged and at risk of isolation or exclusion from education. |  | **X** |
| **Skills and Qualities** |  |  |
| Ability to work independently, instinctively and flexibly, responding intuitively to unexpected challenges or changes. | **X** |  |
| Ability to relate to young people in an empathetic manner and to form positive and sustained relationships with young people and families. | **X** |  |
| Good organisational skills with the ability to manage a variable workload, prioritise caseloads, work to deadlines and deal with difficult and complex situations in a calm and fair manner. | **X** |  |
| Acting as a positive role model, displaying ethical behavior and a professional attitude. | **X** |  |
| Honesty, integrity and openness to inspire confidence and trust from young people and families | **X** |  |
| Ability to communicate effectively and professionally in person, over the telephone and in writing, including electronically. | **X** |  |
| Ability to influence others by managing discussion, medicating difficulties and acting restoratively to achieve desired outcomes. | **X** |  |
| Inspirational and motivational skills to lead and guide others into achieving high professional standards. |  | **X** |
| **Knowledge and Understanding** |  |  |
| Good level of knowledge of literacy, numeracy and ICT skills. | **X** |  |
| Knowledge and experience of inclusion to influence new working practices as a team member. |  | **X** |
| Understanding of how children and young people develop wellbeing, and how the progress of learners can be affected by a range of influences. | **X** |  |
| Understanding of the physical, social and emotional difficulties, pressures and challenges that some young people and families face in their daily lives. | **X** |  |
| Knowledge and understanding of school policies e.g. Health & Safety, Anti-bullying, Equal Opportunities, Child Protection and E-Safety. | **X** |  |
| Understanding of the importance of confidentiality, and treating information with care and sensitivity. | **X** |  |
| Understanding and working knowledge of local and national agencies and referral pathways for services that provide support for young people and families. |  | **X** |

The Morley Academy is committed to safeguarding the welfare of children, and applicants will be subject to full employment checks, including an enhanced DBS disclosure.