**Person Specification: Librarian**

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| **Criteria** | **Essential** | **Desirable** |
| Qualification or considerable experience in librarianship at a professional level. | **X** |  |
| Degree in Library and Information Management and/or CILIP Chartered Librarian. |  | **X** |
| Experience of working with young people in a school environment. |  | **X** |
| Good knowledge and understanding of the reading and information resources required by students. Sound knowledge of literature for children and young adults. | **X** |  |
| Evidence of relevant continuing professional development. | **X** |  |
| Experience of using a Library Management System. |  | **X** |
| Excellent IT skills, especially Microsoft Office applications. | **X** |  |
| Strong oral and written communication skills, friendly and approachable.  | **X** |  |
| Ability to relate well to adults and young people. | **X** |  |
| Good organisational skills with the ability to work calmly under pressure whilst managing a demanding work load and achieving desired results. | **X** |  |
| Ability to lead, motivate and organise other staff and students. | **X** |  |
| Ability to work under pressure and meet deadlines. | **X** |  |
| Commitment to raising levels of student engagement and to the success of the Academy. | **X** |  |
| Ability to be innovative and creative and work methodically, accurately and logically. | **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.