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 FormSupporting Statement |
| **Specialist Knowledge & Understanding**  | * Good ICT Skills
 | * Knowledge of strategies for encouraging reluctant learners
* Knowledge of classroom ICT
 | Application FormPresentationInterview |
| **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
 | InterviewPresentation 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 FormSupporting StatementPresentationInterview |