

## BEHAVIOUR MANAGER – PERSON SPECIFICATION

Attributes	Essential	Desirable	Essential criteria evidenced by – AF (Application Form); T (Test); I (Interview); R (References)
<b>Education, Training and Qualifications</b> <i>(evidence of qualifications will be required at interview)</i>	E1 The successful candidate will: <ul style="list-style-type: none"> <li>• Have a minimum of 5 GCSE’s Grade C or above or equivalent (must include English and Maths).</li> </ul>	D1 • Have a qualification in counselling. D2 • Have a First Aid qualification.	AF
<b>Experience</b>	E2 The successful candidate will have experience of: <ul style="list-style-type: none"> <li>• Recently working with vulnerable young people in an educational setting and of relevant age.</li> <li>E3 • Supporting pupils with challenging behaviour.</li> <li>E4 • Delivering behaviour support packages.</li> <li>E5 • Administrative work.</li> </ul>	D3 • Working with young people in a multi-cultural education setting. D4 • Working with BESD pupils. D5 • One to one mentoring.	AF/Interview/References
<b>Knowledge, Skills and Abilities</b>	E6 The successful candidate will have: <ul style="list-style-type: none"> <li>• The ability to communicate and operate at a high level of understanding and competence.</li> <li>E7 • The ability to relate well to children.</li> <li>E8 • The ability to use a wide range of behaviour management strategies in order to address the needs of individual pupil behaviour.</li> <li>E9 • The ability to work effectively with other staff.</li> <li>E10 • The ability to work independently and flexibly.</li> <li>E11 • Well-developed emotional intelligence skills.</li> <li>E12 • The ability to identify potential barriers to learning and to devise strategies to enable pupils to overcome these barriers.</li> </ul>	D6 • Clear understanding of social inclusion issues in a multi-cultural educational setting.	AF/Interview/References/Test

	<p>E13 • Knowledge of safeguarding procedures.</p> <p>E14 • Clear understanding and knowledge of the concept of confidentiality.</p> <p>E15 • Excellent time management skills.</p> <p>E16 • Excellent organisation and problem-solving skills.</p> <p>E17 • Excellent numeracy, literacy and ICT skills.</p>			
<b>Personal Qualities</b>	<p>The successful candidate will have/be:</p> <p>E18 Self-motivated and confident.</p> <p>E19 Ability to work calmly under pressure whilst maintaining efficiency.</p> <p>E20 A positive demeanour with a good sense of humour.</p> <p>E21 Reliable, conscientious and hard working.</p> <p>E22 High levels of drive, energy and integrity.</p> <p>E23 Willingness to be flexible on working hours at times, according to the needs of the school.</p> <p>E24 High expectations of self and professional standards.</p> <p>E25 Willingness to go the 'extra mile'.</p> <p>E26 Discretion and sensitivity.</p> <p>E27 Professionally assertive and clear thinking.</p>			<b>AF/Interview/References</b>
<b>Other</b>	<p>The successful candidate will have/be:</p> <p>E28 Satisfactory attendance record/commitment to sustained and regular attendance at work.</p> <p>E29 Have a passionate belief in our schools' mission statement.</p> <p>E30 Committed to promoting high-quality care of students and implementing plans which allow students to reach their potential.</p> <p>E31 Be someone who will show initiative and enthusiasm to be involved in all aspects of school life.</p> <p>E32 Dedicated to promoting their professional development and achieving desired qualifications.</p> <p>E33 An understanding of the diverse demands of working in a multi-cultural environment.</p> <p>E34 A commitment to equal opportunities and empowering others.</p> <p>E35 To work within school policies and procedures.</p>			<b>AF/Interview/References</b>

	E36	To contribute to the provision of an effective environment for learning.			
	E37	To positively promote the school to support the marketing strategy.			
	E38	To take care of their own and others health and safety.			
	E39	Commitment to safeguarding and protecting the welfare of children and young people.			

**Updated: June 2022**