



## Person Specification: Future Pathways Advisor

		Essential/ Desirable	Evidence
<b>1</b>	<b>Qualifications and Basic Experience</b>		
	<b>Candidates should...</b>		
1.1	<ul style="list-style-type: none"> <li>hold a relevant bachelor's degree;</li> </ul>	<b>E</b>	Application Background Check
1.2	<ul style="list-style-type: none"> <li>have a relevant work history and relevant experience in the same or similar role;</li> </ul>	<b>E</b>	Application Background Check
1.3	<ul style="list-style-type: none"> <li>have evidence of recent professional development and a commitment to their on-going professional development;</li> </ul>	<b>E</b>	Application Interview
1.4	<ul style="list-style-type: none"> <li>have recent experience in high-quality British international schools;</li> </ul>	<b>D</b>	Application
1.5	<ul style="list-style-type: none"> <li>hold a postgraduate qualification in careers guidance or a related field.</li> </ul>	<b>D</b>	Application Background Check
<b>2</b>	<b>Safeguarding</b>		
	<b>Candidates should...</b>		
2.1	<ul style="list-style-type: none"> <li>be able to provide an up-to-date <a href="#">International Child Protection Certificate</a> (if employed from the UK) and/or other relevant background checks in accordance with <a href="#">ICMEC guidance</a>;</li> </ul>	<b>E</b>	Background Check
2.2	<ul style="list-style-type: none"> <li>have an up-to-date knowledge of current safeguarding practices;</li> </ul>	<b>E</b>	Application Interview References
2.3	<ul style="list-style-type: none"> <li>have a commitment to safeguarding and promoting the welfare of all students, and the willingness to undertake appropriate training when required.</li> </ul>	<b>E</b>	Interview References
2.4	<ul style="list-style-type: none"> <li>be committed to challenging prejudice in all forms and learning more about their own conscious and unconscious bias in order to contribute positively to the schools DEIJ continuous development.</li> </ul>	<b>E</b>	Interview References
<b>3</b>	<b>Other professional abilities</b>		
	<b>Candidates should...</b>		
3.1	<ul style="list-style-type: none"> <li>have experience of delivering information sessions for students and parents;</li> </ul>	<b>E</b>	Application Interview References



3.2	<ul style="list-style-type: none"> <li>be able to demonstrate the success of their students in relevant outcomes;</li> </ul>	E	Application Interview References
3.3	<ul style="list-style-type: none"> <li>have an innovative and creative approach to providing high-quality careers and university guidance;</li> </ul>	E	Application Interview References Probationary Period
3.4	<ul style="list-style-type: none"> <li>demonstrate an understanding and commitment to providing guidance in an international context;</li> </ul>	E	Application Interview Probationary Period
3.5	<ul style="list-style-type: none"> <li>have a proven record of effectiveness and success in the same or similar role;</li> </ul>	E	Application Interview References
3.6	<ul style="list-style-type: none"> <li>have the ability to inspire, challenge, support and empower students towards excellence;</li> </ul>	E	Application Interview References Probationary Period
3.7	<ul style="list-style-type: none"> <li>have a commitment to the highest levels of pastoral care;</li> </ul>	E	Application Interview References Probationary Period
3.8	<ul style="list-style-type: none"> <li>have excellent communication in English (both written and spoken);</li> </ul>	E	Application Interview Probationary Period
3.9	<ul style="list-style-type: none"> <li>have strong ICT skills and a proven ability to use technology to support their role;</li> </ul>	E	Application Interview References Probationary Period
3.10	<ul style="list-style-type: none"> <li>have knowledge and understanding of the eight Gatsby benchmarks of Good Career Guidance;</li> </ul>	D	Application Interview References Probationary Period
3.11	<ul style="list-style-type: none"> <li>have experience of working with students who have a home language other than English.</li> </ul>	D	Application form Interview References Probationary Period
<b>4</b>	<b>Personal Qualities</b>		
	<b>Candidates should...</b>		
4.1	<ul style="list-style-type: none"> <li>have excellent and appropriate relationships with children and adults;</li> </ul>	E	Interview References Probationary Period
4.2	<ul style="list-style-type: none"> <li>place the highest value on empowering young people to be able to make positive and informed choices for their future.;</li> </ul>	E	Application Interview References Probationary Period
4.3	<ul style="list-style-type: none"> <li>have a commitment to contributing towards a positive workplace environment and enjoy working collaboratively;</li> </ul>	E	Interview References Probationary Period
4.4	<ul style="list-style-type: none"> <li>have the ability to prioritise workloads and cope</li> </ul>	E	Application Interview References Probationary Period



	well under pressure;		
4.5	<ul style="list-style-type: none"> <li>have a commitment to working in partnership with parents and carers;</li> </ul>	<b>E</b>	Application Interview References Probationary Period
4.6	<ul style="list-style-type: none"> <li>be willing to contribute to the wider life of the school;</li> </ul>	<b>E</b>	Application Interview References Probationary Period
4.7	<ul style="list-style-type: none"> <li>have the ability to work in an intercultural environment and an understanding and challenges and opportunities that this presents;</li> </ul>	<b>E</b>	Application form Interview References Probationary Period
4.8	<ul style="list-style-type: none"> <li>be ready for life overseas (if a foreign national) and have considered the challenges and opportunities presented by this.</li> </ul>	<b>E</b>	Interview Probation Period Probationary Period
<b>5</b>	<b>Leadership Qualities</b>		
	<b>Candidates should...</b>		
5.1	<ul style="list-style-type: none"> <li>be passionate about your role and its outcomes;</li> </ul>	<b>E</b>	Application Interview References Probationary Period
5.2	<ul style="list-style-type: none"> <li>be an excellent professional who can act as a role model for others in their own practice;</li> </ul>	<b>E</b>	Application Interview References Probationary Period
5.3	<ul style="list-style-type: none"> <li>be committed to high standards of student progress, attainment and encourage high aspirations for all;</li> </ul>	<b>E</b>	Application Interview References Probationary Period
5.4	<ul style="list-style-type: none"> <li>be committed to their own professional development;</li> </ul>	<b>E</b>	Application Interview References Probationary Period
5.5	<ul style="list-style-type: none"> <li>be well-organised and have strong administrative abilities;</li> </ul>	<b>E</b>	Application Interview References Probationary Period
5.6	<ul style="list-style-type: none"> <li>demonstrate good social, emotional and cultural intelligence and have the ability to develop good relationships with others;</li> </ul>	<b>E</b>	Application Interview References Probationary Period
5.7	<ul style="list-style-type: none"> <li>be able to foster effective teamwork;</li> </ul>	<b>E</b>	Application Interview References Probationary Period
5.8	<ul style="list-style-type: none"> <li>have excellent communication skills;</li> </ul>	<b>E</b>	Application Interview References Probationary Period
5.9	<ul style="list-style-type: none"> <li>be able to work positively with students, parents, staff and external organisations;</li> </ul>	<b>E</b>	Application Interview References Probationary Period
5.10	<ul style="list-style-type: none"> <li>deal with problems calmly and effectively;</li> </ul>	<b>E</b>	References Probationary Period



5.11	<ul style="list-style-type: none"> <li>respond to communication efficiently, effectively and in a timely manner;</li> </ul>	E	Application Interview References Probationary Period
5.12	<ul style="list-style-type: none"> <li>help address problems and resolve conflict while ensuring colleagues are dealt with in a dignified and respectful manner;</li> </ul>	E	Application Interview References Probationary Period
5.14	<ul style="list-style-type: none"> <li>have a whole school approach and take shared responsibility for decisions made at a senior level;</li> </ul>	E	Application Interview References Probationary Period
5.15	<ul style="list-style-type: none"> <li>have the ability to think outside of an individual area of responsibility and see the collective impact of strategic approaches;</li> </ul>	E	Application Interview References Probationary Period
5.16	<ul style="list-style-type: none"> <li>have a genuine concern for staff welfare and the ability to work with staff in a manner which is respectful, impactful and developmental;</li> </ul>	E	Application Interview References Probationary Period
5.17	<ul style="list-style-type: none"> <li>always communicate in a respectful way showing an understanding the nuances of written and verbal communication;</li> </ul>	E	Application Interview References Probationary Period
5.18	<ul style="list-style-type: none"> <li>have a strong moral compass;</li> </ul>	E	Application Interview References Probationary Period
5.19	<ul style="list-style-type: none"> <li>be able to keep up with the demands of an important role;</li> </ul>	E	Application Interview References Probationary Period
<b>6</b>	<b>Additional Skills and Qualities</b>		
	<b>Candidates should...</b>		
6.1	<ul style="list-style-type: none"> <li>be able to demonstrate outstanding curricular leadership;</li> </ul>	E	Application Interview References Probationary Period
6.2	<ul style="list-style-type: none"> <li>understand the complex nature of Sixth Form environments and be able to balance high-expectations, the ability to treat students as young adults developing independence and recognise the pressures they face;</li> </ul>	E	Application Interview References Probationary Period
6.3	<ul style="list-style-type: none"> <li>be able to nurture student leadership;</li> </ul>	E	Application Interview Probationary Period
6.4	<ul style="list-style-type: none"> <li>have a commitment to ensuring students have the opportunity to attend the best universities around the world while ensuring that students are matched with the best-fit pathway for them.</li> </ul>	E	Application Interview References Probationary Period