

Person Specification	Method of Assessment
	AF = Application I = Interview IT – Interview Tasks

QUALIFICATION AND EXPERIENCE	Essential	Desirable
Qualified Teacher Status (QTS)	AF	
Experience across the appropriate age range(s)	AF	
Evidence of relevant experience that has contributed to pastoral support within school.	AF/I	
Evidence of recent, appropriate professional development (particularly within pastoral care, establishing good Behaviour for Learning and safeguarding).		AF/I

PERSONAL QUALITIES	Essential	Desirable
Is a role model to young people and the school community	AF/I	
Demonstrate the capacity to lead others, be reflective, resilient and adaptable.	AF/I	
Communicate effectively and develop positive relationships with all stakeholders	I/IT	
Demonstrable sensitivity and tact, especially when responding to concerns from stakeholders.	I	
Be decisive, consistent and focused on solutions.	AF/IT/I	
Be able to motivate and inspire others.	I/IT	
Demonstrate a positive team approach to work, including considering the views of others carefully	AF/I	
Flexible approach to work, especially where more complex and sensitive pastoral care is needed.	AF/I	
Ability to think strategically and innovatively.	AF/I	
Able to work under pressure and recognise and manage stress.	AF/I/IT	

PROFESSIONAL KNOWLEDGE AND SKILLS	Essential	Desirable
Knowledge and awareness of good practice in identifying individual needs and providing student support	AF/I	
Excellent written, verbal and IT skills.	AF/I/IT	
Demonstrable support for school priorities and an ability to secure commitment to them from others in order to improve student outcomes.		AF/I
Demonstrate their involvement in the interpretation and analysis of data to accurately inform school improvement and to monitor pupil progress.		AF/I/IT
Support systematic and rigorous student monitoring and evaluation.	AF/IT	

Have excellent organisational skills, prioritising and managing time well under pressure, to meet deadlines.	AF/IT	
Able to maintain appropriate record and manage information effectively.	IT	
Clear and effective in meetings and in one-to-one discussions.	AF/I	
Have an understanding of curriculum and assessment developments and how they support pupils' learning		AF
Have secure knowledge of what constitutes highly effective teaching and its impact on the outcomes of all pupils.	AF/I	
Maintain high standards of pupil behaviour and attitudes to learning .	AF/I/IT	
Have experience of supporting vulnerable pupils in school		AF/I
Have experience of supporting staff in the development of their skill and confidence in dealing with pastoral issues.		AF/I
Understanding of and commitment to diversity and equality of opportunity in all working practices	AF/I	

KNOWLEDGE OF SAFEGUARDING GUIDANCE AND PRACTICE	Essential	Desirable
Knowledge of national and local safeguarding guidance		AF/I
Experience of safeguarding and promoting the welfare of children and young people	AF/I/IT	
A commitment to work with relevant agencies to protect children and young people		AF/I
Knowledge of best practice and procedures in school for safeguarding children and young people	AF/I	

The successful candidate will be required to undergo an enhanced check from the Disclosure and Barring Service (DBS).