

PERSON SPECIFICATION

POST: COVER SUPERVISOR

To be demonstrated in A - Application form

L- Letter of application

I - Interview

	Essential	Desirable	Shown in
EDUCATION AND TRAINING			
1. Foundation degree qualification or higher		✓	A
2. Level 2 English & maths	✓		A
3. Evidence of recent professional development		✓	A
4. ICT expertise		✓	A
EXPERIENCE			
1. Working with teenagers		✓	A
2. Work in a school		✓	A
KNOWLEDGE			
1. The National Curriculum		✓	L
2. Knowledge of current educational issues		✓	L
JOB SPECIFIC REQUIREMENTS			
1. Full and sincere commitment to supporting student progress	✓		A/I
2. Suitability to work with children	✓		A/I
PROFESSIONAL UNDERSTANDING			
1. A clear educational philosophy sympathetic to the school	✓		A/I
2. Acknowledgement of the need to adopt a variety of positive behaviour strategies	✓		A/I
3. An understanding of the aims and objectives of learning	✓		A/I
4. Determination to have high expectations for all students	✓		A/I
5. Clear understanding of and commitment to equal opportunities	✓		A/I
PROFESSIONAL SKILLS			
1. Ability to administer systems efficiently	✓		I
2. Ability to build positive relationships with young learners.	✓		I
3. Ability to accept responsibility, exercise judgement and make decisions	✓		I
4. Ability to work with and within a team	✓		I
5. Ability to communicate and liaise effectively	✓		I
6. Ability to use ICT in teaching and learning		✓	I