**QUEENS PARK COMMUNITY SCHOOL ACADEMY TRUST**

**PERSON SPECIFICATION**

**Job Title: SEMH Coordinator Grade: S02**

|  |  |  |
| --- | --- | --- |
| **CRITERIA** |  |  |
| **A. Qualifications** | 1. Educated to degree level or equivalent
2. Evidence of specialist training
3. Post graduate qualification in relevant discipline e.g social work
4. Appropriate training e.g. First Aid/Handling/Health and Safety/Child Protection etc.
 | ***Desirable******Essential******Desirable******Desirable*** |
| **B. Relevant** **Experience** | 1. Substantial experience of successfully working with students/young people with a range of special educational needs including those exhibiting challenging behaviour in more than one setting
2. Experience of working with young people and families in challenging circumstances (e.g. in schools, social services, health care, Police, YOT, YISP, ERAS etc)

3. Experience of managing staff | ***Essential******Essential******Desirable*** |
| **C. Knowledge** | 1. Knowledge and understanding of SEN including SEMH and ASD and the ability to work with these groups of students positively without confrontation.
2. Knowledge of the school curriculum and education framework
3. Knowledge and understanding of inclusive practice
4. Knowledge and understanding of Safeguarding policies and procedures

5. Awareness of health and safety procedures. | ***Essential******Essential******Essential******Essential******Essential*** |
| **D. Skills and** **Abilities** | 1. Ability to develop positive relationships with students with SEMH and to deal sensitively with issues that may arise according to their needs
2. Excellent interpersonal and written communication skills - able to communicate effectively with students, staff, parents and other professionals
3. Ability to work effectively with parents to engage them in supporting improvements in achievement and behaviour
4. High level ICT skills
5. Patience and resilience
6. Ability to be pro-active in the planning and prioritisation of work
7. Ability to work on own initiative and as part of a team
8. Commitment to equal opportunities
9. Able to maintain confidentiality.

10. Willing to undertake additional training and keep up to date with developments relevant to the post | ***Essential******Essential******Essential******Desirable******Essential******Essential******Essential******Essential******Essential******Essential*** |