SOLIHULL ALTERNATIVE PROVISION MULTI ACADEMY TRUST

PERSON SPECIFICATION

Cover Supervisor

	Essential Criteria	Desirable Criteria	Method of Assessment
Education & Qualifications	• 5 GCSEs including English and Maths • A commitment to the protection and safeguarding of children and young people	• Post 16 study e.g. A-levels • A teaching qualification	Application Qualifications
Knowledge & Understanding	• Understands how best to engage with young people to help them achieve their potential • Can use IT to best effect • Can use and handle data effectively and efficiently	• ICT competency, such as the use of Interactive Whiteboards, knowledge of Word, PowerPoint • Knowledge of SEN Code of Practice • Knowledge of policies and procedures relating to child protection and health & safety, equal opportunities, confidentiality, data protection and safeguarding children	Application References Interview
Skills & Experience	• Good communication skills, orally and written • Quick thinking and organised • The capacity to make decisions based on sound judgements • Ability to work independently and as part of a team • Able to work under pressure in a busy environment • The ability to supervise students and establish a constructive, safe and ordered atmosphere in the classroom	• Experience of working in a school • Experience of working with children of secondary age • Effective time management skills which allow students to complete set activities at an appropriate pace	Application References Interview

	• Ability to engage and motivate pupils • Ability to provide levels of individual attention, reassurance and help with learning tasks as appropriate to pupils' needs, encouraging the pupils to stay on task • Ability to consistently and effectively implement agreed behaviour management strategies		
Personal Attributes	• A clear communicator • A commitment to a team ethos • Professional integrity and honesty • Ability to build good working relationships with colleagues • Ability to work calmly, with patience and perseverance • Self-motivated with an ability to use own initiative • Ability to engage, motivate, enthuse and support students • Commitment to Inclusion • Good sense of humour		Interview
Other	• Commitment to inclusion • To undergo an enhanced DBS check		Interview