**Person specification**

**Independent Study Room Supervisor**

**Christ the King Catholic Voluntary Academy**

|  |  |  |  |
| --- | --- | --- | --- |
| CATEGORY/ITEM | **ESSENTIAL** | **DESIRABLE** | EVIDENCE |
| **Experience** |  |  |  |
| * Experience of managing the behaviour of young people in the 11 – 18 age range * Experience of managing the behaviour of young people in an educational establishment * Experience of using computerised software packages, e.g. SIMS.net Personnel 7 * Experience of dealing with young people with special needs * Experience of dealing with parents/carers | ✓ | ✓  ✓  ✓  ✓ | ARI  ARI  ARI  ARI  ARI |
| **Education and Training** |  |  |  |
| * At least 5 GCSE passes including English and Maths. * Relevant experience/qualification in supporting students/learning * SIMS.net database * Basic/intermediate computer skills | ✓ | ✓  ✓  ✓ | AR  AR  ARI |
|  |  |  |  |
| **Knowledge** |  |  |  |
| * Understanding of a range behaviour management strategies * Knowledge of national curriculum subject areas | ✓ | ✓ | ARI  ARI |
| **Skills/Aptitudes**   * Supportive and caring attitude | ✓ |  |  |
| * Good organisational skills * Team Work * ‘Can do’ approach | ✓  ✓  ✓ |  | ARI  ARI  ARI |
| * Excellent communication skills * Attention to Detail * Good communication skills – written, verbal, presentation etc. | ✓  ✓  ✓ |  | ARI  ARI  ARI |
|  |  |  |  |
| **Specific requirements** |  |  |  |
| Confidentiality awareness |  |  | ARI |
| **Suitability to work with children** |  |  |  |
| Enhanced DBS |  |  | ARI |

A Application Form R References

I Interview T Test