**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
 | ✓ | ✓✓✓✓ | ARIARIARIARIARI |
| **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
 | ✓ | ✓✓✓ | ARARARI |
|  |  |  |  |
| **Knowledge** |  |  |  |
| * Understanding of a range behaviour management strategies
* Knowledge of national curriculum subject areas
 | ✓ | ✓ | ARIARI |
| **Skills/Aptitudes*** Supportive and caring attitude
 | ✓ |  |  |
| * Good organisational skills
* Team Work
* ‘Can do’ approach
 | ✓✓✓ |  | ARIARIARI |
| * Excellent communication skills
* Attention to Detail
* Good communication skills – written, verbal, presentation etc.
 | ✓✓✓ |  | ARIARIARI |
|  |  |  |  |
| **Specific requirements** |  |  |  |
| Confidentiality awareness |  |  | ARI |
| **Suitability to work with children** |  |  |  |
| Enhanced DBS  |  |  | ARI |

A Application Form R References

I Interview T Test