

Careers and Employability Adviser

Person Specification

Person Specification	Essential	Desirable
Qualifications		
Qualification in Career Guidance		√
Experience		
Knowledge, experience, and understanding of good CEIAG practice	√	
Skills and Abilities		
Enthusiastic, consistent and dynamic approach to CEIAG.	√	
Excellent written and verbal communication skills.	√	
Excellent time-management and organisation skills.	√	
Ability to maintain strategic working relationships.	√	
Ability to engage with students.	√	
Contribute to team success.	√	
Ability to initiate action.	√	

In addition to the above, the successful applicant will be expected:

- To promote the safeguarding and welfare of children and young persons for whom they are responsible or come into contact with;
- To be supportive of and committed to the School's policies on Child Protection;
- To be supportive of the School's policies on Equal Opportunities;
- To be mindful of their personal responsibilities relating to Safety, Health and the Environment.