



Person Specification – Cover Supervisor

We are seeking a Cover Supervisor who is committed to supporting all students learn and succeed in the absence of their class/ subject teacher.

We are proud to be a Catholic College with a distinctive Jesuit ethos and seek to recruit the best teachers we can. As such, our staff is made up of Catholic and non-Catholic teachers who work together to uphold our Catholic values.

	<i>Essential</i>	<i>Desirable</i>
Committed to creating a safe learning environment in the absence of the normal class teacher	✓	
Ability to form and maintain professional relationships and boundaries with young people	✓	
An understanding of the teacher as a role model for young people	✓	
Experience of and ability to liaise with teachers to ensure lessons run smoothly in their absence	✓	
Be able to communicate effectively with parents and carers	✓	
Ensure that all work is completed to high standards	✓	
High level of presentation and literacy skills	✓	
Ability to develop outstanding working relationships with pupils, staff and parents	✓	
Capacity and enthusiasm for hard work	✓	
Ability to work as part of a team whilst also being self-motivated	✓	
Ability to work calmly under pressure and maintain a positive and optimistic attitude	✓	
Reliability, honesty and trustworthiness, demonstrating the highest professional standards	✓	
Be flexible in his or her approach	✓	
Be open to training and development to meet the ever changing demands and opportunities of working in a school as and when they arise	✓	
Willingness and ability to uphold the Catholic, Jesuit ethos of the school	✓	
Skilled in the use of the school information database system (SIMS)		✓