

## Boarding Experience Manager Person Specification

Education and Qualifications	Essential	Desirable	Assessment
Good general level of education to A level or equivalent standard		✓	A
Commitment to personal/professional development	✓		A/I
Advanced First Aid / Medical Qualification	✓		A
Clean Driving Licence	✓		I
Mental Health certification such as Mental Health First Aid		✓	A
Able to speak additional language(s)		✓	A

Experience	Essential	Desirable	Assessment
Knowledge and experience of providing first aid and caring for children		✓	A/I
Experience of working in a school environment		✓	A
PC Literate	✓		A

Knowledge and Understanding	Essential	Desirable	Assessment
Have an understanding of children and the needs of children		✓	I
Understanding of the importance of confidentiality and discretion	✓		A/I
Knowledge & awareness of other countries cultures and customs		✓	A
Use of evidence based practice to develop and maintain high quality of nursing care to children	✓		I

Skills and Attributes	Essential	Desirable	Assessment
Ability to establish good working relationships and effective teamwork	✓		I
Excellent communication skills	✓		I
Excellent listening skills	✓		I

Personal Qualities	Essential	Desirable	Assessment
Enthusiastic and committed	✓		I
Empathetic, tactful and a good listener	✓		I
A flexible approach to teamwork with a 'can do' attitude	✓		I
Open-mindedness	✓		I
A forward-thinking approach	✓		I
Excellent interpersonal skills	✓		I
Ability to be reflective and self-critical	✓		I
Display calmness under pressure	✓		I
Have an understanding of life in boarding schools	✓		I
Be a good role model	✓		I
Willingness to take on other roles and responsibilities within the House	✓		I
Understanding of the needs of teenagers	✓		I

**Assessment Key:** A Application Form I Interview