

**Educational Welfare and Community Liaison Officer - Person Specification**

**You should be able to demonstrate that you meet the following criteria:**

**E = Essential**  
**D = Desirable**

**Measured by:**  
**A. Application Form**      **B. Test / Exercise**  
**C. Interview**              **D. References**

**Qualifications**

<b>D</b>	• Good degree in relevant subject	<b>A</b>
<b>E</b>	• GCSE Level of Education or above	<b>A</b>

**Experience/Knowledge**

<b>E</b>	• Recent successful experience of supporting students overcome a range of personal barriers.	<b>A C D</b>
<b>E</b>	• The ability to develop positive relationships with a wide range of young people.	<b>A C D</b>
<b>E</b>	• Experience in developing bespoke personalised intervention to overcome barriers to learning.	<b>A C</b>
<b>E</b>	• Experience of working and leading in an education setting with challenging students.	<b>A C D</b>
<b>E</b>	• Support students in their return to school when they have had time off.	<b>A C</b>
<b>E</b>	• Experience in improving the behaviour and attendance of groups of students	
<b>E</b>	• Successful contributions to team work.	<b>A B</b>
<b>E</b>	• Knowledge, understanding and commitment to equality, diversity and inclusion informed by practical experience and application.	<b>A C D</b>
<b>E</b>	• Knowledge, understanding and commitment to safeguarding and promoting the welfare of students.	<b>A C</b>
		<b>A C D</b>

**Skills, Attributes and Abilities**

<b>E</b>	• The ability to work alone and manage/supervise students with challenging behaviour.	<b>A C</b>
<b>E</b>	• Ability to work under pressure and meet deadlines.	<b>A C D</b>
<b>E</b>	• Strong interpersonal skills and ability to communicate effectively with children and adults.	<b>A C D</b>
<b>E</b>	• An ability to keep accurate and up to date records.	<b>A C D</b>
<b>E</b>	• Ability to use ICT for recording, monitoring and reporting.	<b>A C</b>
<b>E</b>	• Effective interpretation, analysis and use of data.	<b>A C</b>
<b>E</b>	• Be resilient, reliable, in good health, and possess a sense of humour.	<b>A C</b>
<b>E</b>	• Emotional resilience in working with challenging behaviours; and attitudes to the use of authority and maintaining discipline.	<b>A C</b>
<b>E</b>	• High level of motivation and commitment.	<b>A C</b>
<b>E</b>	• Commitment to own personal development and learning.	<b>A C D</b>
<b>E</b>	• To promote equality, diversity and inclusion and demonstrate this within the role.	<b>A C</b>
<b>E</b>	• To be responsible for promoting and safeguarding the welfare of students.	<b>A C D</b>
<b>E</b>	• Ability to form and maintain appropriate relationships and personal boundaries with students.	<b>A C D</b>

**General**

<b>E</b>	• Respectful towards all students, with total belief in their entitlement to a high quality education, whatever their circumstances and ability.	<b>A C</b>
<b>E</b>	• Committed to the principles of the Academy programme.	<b>C</b>
<b>E</b>	• Possess personal integrity, warmth and a willingness to grow and learn.	<b>A C</b>

<b>E</b>	<ul style="list-style-type: none"><li>• Commitment to the education of the 'whole child,' i.e. social, emotional and citizenship development.</li><li>• Enhanced DBS Disclosure.</li></ul>	<b>A C</b>
<b>E</b>		<b>C D</b>