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| **Person Specification for Cover Supervisor** | | | |
| **Criteria** | **Essential** | **Desirable** | **How Assessed** |
| **Student Wellbeing** | * Enhanced Disclosure and Barring Service Certificate |  | Certificate |
| **Qualifications** | * GCSEs (A-C) including English and Maths | * High-level vocational qualifications or degree * A levels | Letter  Application form References |
| **Experience** | * Recent experience of working with young people in a learning environment providing support, assistance and guidance to students | * Recent experience of supporting students in a school environment | Interview  Letter  Application Form |
| **Skills and**  **Attributes** | * Effective behaviour management * The ability to empathise with young people and build positive relationships * The potential to develop his/her own career further * The ability to communicate effectively with students, staff and parents | * The ability to take initiative * The ability to work alongside a range of professionals * Previous experience of working in a flexible way * An awareness of the school curriculum * Willingness to contribute to extra-curricular activities | Interview  References |
| **Personal**  **Qualities** | * High expectations of   students and colleagues.   * Enthusiasm, determination and   commitment.   * Open–mindedness. * A forward thinking approach. | * Charismatic * Sense of humour | Interview |