**LAKELANDS ACADEMY COVER SUPERVISOR – PERSON SPECIFICATION**

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|  | **Attributes** | **Essential** | **Desirable** |
| **Qualifications** | 5 x GCSEs including Maths, English | ✓ |  |
| First Aid at work and/or Healthy and Safety qualification |  | ✓ |
| Relevant qualification and/or experience | ✓ |  |
| Counsellor/Learning Mentor/ HLTA qualifications/Coaching |  | ✓ |
| Full, clean driving licence |  | ✓ |
| **Knowledge & experience** | Experience working in an educational setting or other relevant environment providing a range of support for children and young people |  | ✓ |
| Has an understanding of the issues children and young people face | ✓ |  |
| Understands the issues involved in improving school attendance |  | ✓ |
| Experience of a range of behaviour management strategies/Dealing with some challenging behaviour or other specific SEN. |  | ✓ |
| Experience of working with/knowledge of Multi-agency teams |  | ✓ |
| Experience of data management |  | ✓ |
| Experience of mentoring and intervention strategies that impact on achievement |  | ✓ |
| Experience of supporting literacy/numeracy skills |  | ✓ |
| Experience of dealing with challenging situations involving people | ✓ |  |
| **Skills and Abilities** | Excellent organisation skills and ability to work to tight deadlines under pressure | ✓ |  |
| Good numeracy, literacy and presentation skills | ✓ |  |
| Ability to respond flexibility as needs arise and to be confident working with individuals, groups and whole classes if required. | ✓ |  |
| Willingness to undertake training to aid Professional Development | ✓ |  |
| Very good ICT skills | ✓ |  |
| **Personal Qualities** | Excellent interpersonal skills | ✓ |  |
| Resilience in managing ever changing demands of the role | ✓ |  |
| Can demonstrate the ability to work well with adults (inc parents), young people and others to enhance student achievement, well-being, attendance and behaviour. | ✓ |  |
| To act professionally at all times, and lead by example in an academy setting | ✓ |  |
| To have high personal standard of dress and also expect high standards in students | ✓ |  |
| Experienced in life’s challenges and possess the ‘Life skills’ to guide and support students | ✓ |  |
| Dedicated, reliable and willing to go that ‘extra mile’ to see the job through | ✓ |  |
| Effective team player | ✓ |  |
| Hardworking, committed, personable, cheerful, discreet and confident | ✓ |  |
| Understands the importance of confidentiality | ✓ |  |
| Able to tackle difficult situations / individuals and resolve issues | ✓ |  |
| Can demonstrate a problem solving “can do” approach | ✓ |  |
| Can demonstrate and act upon own initiative within boundaries of academy policy | ✓ |  |
| Good sense of humour | ✓ |  |
| Good health and record of attendance | ✓ |  |