**Lorica Trust**

Post: Senior Support Assistant

**PERSON SPECIFICATION**

|  |  |  | **Assessed by:** | |
| --- | --- | --- | --- | --- |
| **No** | **Categories** | **Essential / Desirable** | **App Form** | **Interview / Task** |
| **QUALIFICATIONS** | | | | |
| 1. | 5 GCSE’s or equivalent, including English and Maths | E | ✓ |  |
| 2. | Willingness and ability to obtain and/or enhance qualifications and training for development in the post | E | ✓ |  |
| 3. | Evidence of continuous professional development and training | E | ✓ |  |
| **EXPERIENCE** | | | | |
| 4. | Experience of working in a school, Residentail or Alternative Provision setting | E | ✓ |  |
| 5. | Experience of using Microsoft Office packages, SIMS, databases and web technologies | E | ✓ | ✓ |
| **ABILITIES, SKILLS AND KNOWLEDGE** | | | | |
| 6. | Excellent communication and listening skills | E | ✓ | ✓ |
| 7. | Ability to respect and maintain confidentiality | E | ✓ | ✓ |
| 8. | Willingness to work outside or experience of a landbased setting | E | ✓ | ✓ |
| 9. | Ability to relate to the young people in a pleasant sympathetic manner and to recognise potential child safeguarding issues | E | ✓ | ✓ |
| 10. | Efficient and effective organisational skills | E | ✓ | ✓ |
| 11. | Excellent customer service skills and ability to respond quickly as circumstances dictate | E | ✓ | ✓ |
| 12. | Ability to work effectively as part of a team, understanding your own responsibilities and your own position within a team | E | ✓ | ✓ |
| 13. | Ability to adapt own approach in accordance with young peoples’ needs | E | ✓ | ✓ |
| 15. | Experience and understanding of working with young people with a complex needs or mental health issues | E | ✓ | ✓ |
| **PERSONAL QUALITIES** | | | | |
| 16. | A strong commitment to the values and ethos of East Clayton Farm | E | ✓ | ✓ |
| 17. | Commitment to support Lorica Trust’s agenda for safeguarding and equality and diversity | E | ✓ | ✓ |
| 18. | A flexible approach and strong work ethic | E | ✓ | ✓ |

Lorica Trust is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS check.