



GREENWOOD ACADEMIES TRUST

PERSON SPECIFICATION

Learning Mentor with Cover Responsibilities

	Essential	Desirable	How Assessed
Qualifications:			
Educated up to GCSE grade C level in both English and mathematics	✓		Application form
Learning Mentor / HLTA qualification or equivalent expertise or experience	✓		
Experience:			
Experience of working with and supervising groups of children or young people, including those with SEN, in an educational environment	✓		Application form; at interview and reference
An understanding of the Teaching and Learning process	✓		Application form; at interview and reference
Personal and Professional Skills and Attributes:			
Knowledge & understanding of the National Curriculum including literacy and numeracy strategies	✓		Application form; at interview and reference
Ability to organise classroom activities	✓		Application form; at interview and reference
Ability to supervise pupils effectively	✓		Application form; at interview and reference
Ability to engage constructively with, and relate to, a wide range of young people and children from different backgrounds	✓		Application form and at interview
Ability to undertaking comprehensive assessments of pupils to determine those in need of particular support	✓		Application form and at interview
Ability to form and maintain appropriate professional relationships and boundaries with children and young people.	✓		Application form and at interview
Ability to motivate and enthuse pupils	✓		Application form and at interview
A commitment to high academic standards	✓		Application form and at interview
Ability to manage pupil behaviour	✓		Application form and at interview
Ability to establish relationships with internal and external stakeholders	✓		Application form and at interview
Ability to work effectively as a member of a team and display excellent interpersonal skills	✓		Application form and at interview
Ability to work effectively with and command the confidence of teaching staff	✓		Application form and at interview
First class communication skills on all levels	✓		Application form and at interview

Highly organised, motivated and enthusiastic	✓		Application form and at interview
High professional and personal standards	✓		Application form and at interview
A commitment to working to strict deadlines	✓		Application form and at interview
Willingness to play a part in the wider life of the Academy	✓		Application form and at interview
Other:			
Must satisfy relevant employment checks	✓		Documentary evidence

Requirements from confidential references:

	Essential
Written reference(s) only	✓
Confirmation of professional and personal knowledge, skills and abilities	✓
Positive recommendation from current employer	✓
Good health and attendance record	✓

The Greenwood Dale Foundation Trust will require the appointed candidate to gain satisfactory relevant background checks in accordance with safer recruitment guidelines; this will include an Enhanced (with Barred) Disclosure check.