

**MIDDAY SUPERVISOR APPOINTMENT  
PERSON SPECIFICATION  
SWAVESEY VILLAGE COLLEGE**

Criteria	Essential or Desirable
<b>Qualifications</b>	
5 GCSE passes - or equivalent one of which must be English and another of which must be Mathematics	D
Evidence of regular, relevant and recent personal development	D
<b>Experience</b>	
Recent experience of customer / student interface	E
Experienced first-aider with current qualification	D
Experience of working in a schools or college environment	D
<b>Knowledge, skills and abilities</b>	
Good inter personal skills	E
Ability to empathise with and understand the needs of 11-16 year olds	E
A good understanding of first aid (or a willingness to undertake first aid training) and how to respond to sick/unwell pupils	D
The interpersonal skills to communicate effectively and professionally with staff, students, parents, the governing body and others	E
Calm and confident when responding to accidents or incidents	E
Ability to maintain confidentiality of staff and pupil information	E
<b>Personal Qualities</b>	
Commitment to providing a professional and caring environment for staff, students, parents, the governing body and others	E
Adaptable to changing working patterns and practices	E
A presence and strength of character that promotes calm in a busy and demanding environment	E
Commitment to working with other staff as part of a team responsible for supporting the process of teaching and learning	E
Self motivated and able to work on own initiative	E
Ability to work on own for much of the time, but integrate with the wider team	E
Personable and well presented	E
Desire to learn and take on new challenges	E