



SEDBERGH
SCHOOL

FOUNDED 1525

WELFARE MANAGER - ISS

PERSON SPECIFICATION

Qualifications/Attainment	Essential	Desirable
Evidence of vocational training obtained in an education/childcare or counselling setting	X	
HSE recognised First Aid Certificate	X	
Full UK Driving Licence	X	
Level 3 Safeguarding Training (can be obtained after recruitment)		X
An appropriate Degree in Education, Psychology or Social Work		X
Experience/Knowledge	Essential	Desirable
A minimum of 2 years of experience working with children in a professional capacity and in a similar setting	X	
Proven experience in a Pastoral or Welfare role	X	
Demonstrated understanding of health and safety and safeguarding	X	
Knowledge of safe storage and distribution of medication, including controlled substances.		X
Previous summer school and/or boarding school experience		X
Experience of working with international pupils		X
Skills/Abilities	Essential	Desirable
Trustworthy, compassionate and approachable	X	
Ability to lead, supervise and engage staff and pupils alike	X	
Excellent communication, time management and organisational skills	X	
A flexible attitude and ability to work under pressure	X	
Experience leading or managing a team		X
Ability to speak other languages		X