**PERSON SPECIFICATION FOR COVER SUPERVISOR**

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|  | **Essential** | **Desirable** |
| **Qualifications** | * GCSE Level C pass in both English and Maths or comparable experience
 | * A higher qualification, e.g. ‘A’ Level or Graduate
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| **Skills and Experience** | * Experience working with children of secondary school age
* Good organisation and ICT skills to effectively support learning
* Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these
 | * Experience within an education environment.
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| **Faith Commitment** | * Caring and compassionate with a willingness to support the distinctive ethos of a Catholic School
* An understanding of the role in the spiritual development of students
 | * Secure understanding of the distinctive nature of a Catholic School
* A practicing and committed Christian
* Understanding the schools role in the parish and wider community or recent experience in a Catholic or voluntary added school
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| **Curriculum** | * Working knowledge of curriculum and other relevant learning programmes/strategies
* Knowledge and understanding of a range of curriculum areas. .
 | * Evidence of the production of differentiated learning resources
* Higher ability in English Literacy and Numeracy.
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| **Students** | * Understanding of the importance of supportive student/teaching assistant/teacher relationships
* Ability to communicate effectively with young people and to maintain high expectations
 | * Evidence of effective relationships with young people and a positive approach to managing students’ behaviour
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| **Parents** **and the****Community** | * Ability to communicate effectively with parents and outside agencies
 | * Evidence of effective and supportive communication with parents
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| **Personal Qualities** | * Ability to develop good professional relationships with staff/students/parents
* Good communication skills
* High level of commitment to the school
* Ability to follow instructions, to work independently as required and to support and instruct students
* Ability to self-evaluate learning needs and actively seek learning opportunities
 | * Evidence of good working professional relations with a range of people.
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| **Professional Development** | * Willingness to undertake appropriate professional development.
 | * A positive approach to personal development and training
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| **Other Aptitudes**  | * Commitment to equal opportunities, positive relationships and continuous improvement
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| **References** | * Positive recommendation in at least two professional references
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| **Essential Employment Checks (if offer of appointment is made)** | * Proof of relevant qualifications:
* Enhanced DBS clearance
* (and overseas police check if appropriate)
* Requirement to complete online Health Screening Assessment
* Documentary evidence of entitlement to live and work in the United Kingdom
 | * Safeguarding
* First Aid and appropriate certificates from any relevant CPD undertaken
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| **Notes:** | The above will be evidenced by a variety of means including* Application Form
* Letter of Application
* References
* Interviews
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