**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 |
| **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. |
| **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 |
| **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. |
| **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 |
| **Parents**  **and the**  **Community** | * Ability to communicate effectively with parents and outside agencies | * Evidence of effective and supportive communication with parents |
| **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. |
| **Professional Development** | * Willingness to undertake appropriate professional development. | * A positive approach to personal development and training |
| **Other Aptitudes** | * Commitment to equal opportunities, positive relationships and continuous improvement |  |
| **References** | * Positive recommendation in at least two professional references |  |
| **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 |