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**Learning Supervisor**

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| **Person Specification** | |
| **Personal Qualities** | **Essential** |
| * Proactive and autonomous * Well organised * Patient and good humoured * Effective presence with students * Cope with a demanding workload * Enthusiastic * Respond calmly and resolve challenges * Emotionally intelligent * Team player * Role model * Professional demeanour and attire |
| **Desirable** |
| * Committed to own professional development * Self-reflective |
| **Knowledge & Skills** | **Essential** |
| * Good standard of general education * Self management skills * Creative approach to problem solving * Experience of working with young people * Time management skills * Effective communication skills * Understand and comply with all school policies and procedures * Basic ICT skills to include Microsoft Office and Web browsing |
| **Desirable** |
| * Knowledge and application of behaviour management strategies * First Aid Trained * Ability & willingness to drive the Mini Bus |
| **Specific Role Requirements** | **Essential** |
| * Ability to interpret cover work and express to students in a meaningful manner * Ability to maintain effective discipline and order in a classroom/open plan environment * Ability to create meaningful cover work where appropriate * Ability to work with other teachers and support staff in a team teach setting |
| **Desirable** |
| * Level 3 TA qualification * Understanding of national curriculum and KS4 subject content * Ability to assess work against a given specification |
| **Experience** | **Essential** |
| * Working in a school learning environment (classroom or open plan) * Working with school curricula at key stage 3,4 or 5 * Working with children * Working with adults as part of a close team * Working in an environment where effective praise and discipline techniques are used. |
| **Desirable** |
| * Producing work for a school environment |
| **Other** | **Essential** |
|  |
| **Desirable** |
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| It is an essential criterion for all staff to understand their safeguarding responsibilities:   * To be responsible for promoting and safeguarding the welfare of children and young people within the school * To comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person. | |

**Date: .........................................................**

**Signed: .........................................................**