**Person Specification – Family Engagement and Wellbeing Leader**

**It is expected that the successful candidate will satisfy the following specification:**

|  |  |  |
| --- | --- | --- |
| **Specification** | **Essential** | **Desirable** |
| Qualifications and training | * GCSE Maths and English grade C or above, or equivalent; * Evidence of commitment to own professional development. * Level 3 or equivalent Teaching assistant qualification | * Learning mentor training * Designated safeguarding leader training * Family support training * Child protection training |
| Experience | * Experience of managing others (including performance management/appraisal) * Working with children and families in a school.   Experience of covering classes in a mainstream school. | * Experience of working with families and children with child protection or child in need plans. * Led TAC and TAF meetings. |
| Personal Qualities | * A commitment to a high standard of achievement and well-being for all; * A commitment to inclusion and to equality of opportunity; * A commitment to prioritising the safeguarding and promoting the welfare of all children. |  |
| Knowledge and understanding | * The purpose of primary school education and of priorities in schools; * An understanding of key mental health issues facing children; * The confidential nature of the work of child protection * The importance of the environment in a school setting * Health and safety requirements * The importance of effective communications within the inclusion team and school as a whole | * Knowledge of the local community |
| Skills | * The ability to work collaboratively and positively manage others; * The ability to develop and maintain positive and effective working relationships with all members of the school community; * Flexibility, adaptability, enthusiasm and confidence; * Excellent written and oral communication skills; * Good record keeping and use of ICT; * Sound organisational skills and ability to prioritise in a busy and demanding context. * Able to develop interventions for children and families to remove barriers to learning. * Able to find solutions to challenges * Good use of initiative |  |
| Personal Attributes | The candidate will be able to demonstrate that they are:   * Hardworking; * Efficient and able to work to tight deadlines; * Able to maintain professional confidences; * Motivated and can be independent on completing work tasks and projects; * Be prepared to create and share new ideas * Ability to manage time effectively, organise and prioritise personal workload, working efficiently under pressure * Ability to quickly absorb, interpret and organise large amounts of information * Ability to be innovative and develop new solutions; being able to think outside the box and effectively plan ahead * A positive and self-motivated team player   The candidate will have:   * Excellent communication and writing skills; to achieve effective communication; to maintain confidentiality; to liaise with a wide range of internal and external contacts * Excellent interpersonal skills; building strong working relationships with the rest of the team. * Excellent communication skills to build and foster positive relationships with parents and children. |  |
| Special Requirements | Will require an enhanced DBS check to work within school environment. |  |