**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.  |  |