# Person specification: Whinless Down Academy Trust – Parent Support Advisor

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| Criteria | Essential | Desirable |
| **Qualifications** | * C grade or above in GCSE maths and English or equivalent | * Higher level qualification eg A level, NVQ Level 2 or 3 |
| **Experience** | * Experience in supporting families for whom English is an additional language * Experienced in understanding local issues and helping overcome barriers faced by migrants * Experienced in improving pupil attendance and attainment for migrant children | * Recent experience working in a school setting * Recent experience as an attendance officer or similar |
| **Skills and knowledge** | * Bi-lingual in English and Slovakian, Czech or Roma and able to communicate in both languages to a good standard * Ability to translate – both orally and in writing * Knowledge of local support services and networks for recent migrants and their families | * Fluent in further languages |
| **Personal qualities** | * Willingness to be flexible in working approaches to best support the needs of the school, families and pupils * A commitment to developing aspiration and improving academic outcomes for children of migrant families * A solution focused individual who is able to develop trusting and supportive relationships with families to help overcome barriers * An effective communicator, with excellent interpersonal skills who is able to show empathy and understanding in order to engage hard-to-reach families * Willingness to take part in training and professional development opportunities * A commitment to safeguard children * Full, clean driving licence | * Minibus driver/ willingness to train * An individual area of interest which could be developed within a school to inspire children |