



THE FITZWIMARC SCHOOL

TRADITIONAL VALUES – LASTING SUCCESS

PERSON SPECIFICATION – Cover Supervisor

	Essential	Desirable
Qualifications & Experience	<ul style="list-style-type: none"> • Successful recent experience of working with children/young people (age 11 -18) in a voluntary or professional capacity • Strong literacy and numeracy skills • Hold Level 3 qualifications (A level, BTEC or equiv) • Experience of working as part of a team contributing to group thinking and planning 	<ul style="list-style-type: none"> • Experience of working with children/young people in a similar role within a school or agency environment • Educated to degree level • Completed Induction training for Teaching Assistants
Knowledge	<ul style="list-style-type: none"> • Knowledge and understanding of Safeguarding and Child Protection policies, procedures • Ability to apply behaviour management policies and strategies which contribute to a purposeful learning environment. • This is a public facing role and the successful candidate must speak fluent English 	<ul style="list-style-type: none"> • Good understanding of the school curriculum • Working knowledge of ICT to support learning • Basic knowledge of First Aid • Understanding of school policies /codes of practice
Skills	<ul style="list-style-type: none"> • Strong interpersonal and communication skills –Ability to communicate clearly and unambiguously and to listen effectively. • Effective time management • Ability to work to high standard, strong organisational skills • Ability to build rapport with children and adults • Ability to remain calm under pressure • Motivate and inspire – have high expectations of pupils • Creative approach to problem solving • Ability to adapt quickly and effectively to changing circumstances 	<ul style="list-style-type: none"> •
Personal Qualities	<ul style="list-style-type: none"> • Flexible approach to duties • Self motivated • Reliable & punctual • Committed to personal and professional development 	