

Person Specification

North East Essex Behaviour, Attendance and Inclusion Partnership: Chair

Qualifications & Experience	Essential	Desirable
Successful experience working at leadership level offering strategic support in schools or wider educational setting	*	
GCSE Grade 4 in English and Maths or equivalent (C grade or above)	*	
Skills and Knowledge	Essential	Desirable
Knowledge and experience of working within processes and systems in relation to admissions & statutory guidance within the local authority setting	*	
Knowledge of the Alternative Provision in Essex		*
Being aware of and working with policies in relation to inclusion (SEN) and alternative provision	*	
Good working knowledge of ICT to support sharing of information	*	
Ability to analyse and report on data required to fulfil Partnership targets		*
Ability to write detailed reports, letters and complete returns for all stakeholders	*	
Ability to use clear language to communicate information unambiguously and to listen effectively	*	
Ability to negotiate effectively with adults (within a school setting, LA & external agencies)	*	
Ability to demonstrate that you encourage the inclusion of pupils with emotional and/or behavioural difficulties in a mainstream setting through advice and guidance	*	
Good understanding of the school curriculum (to aid reintegration and decision of appropriate provision)		*
Ability to assess progress and performance and recommend appropriate strategies to support development of individual pupil cases and/or identified school's pastoral teams	*	
Lead in the evaluation of the B.A.I.P programme annually alongside termly reviews of admissions flow across all schools	*	
Understand and report the financial status of the B.A.I.P. termly to stakeholders		*
Ability to make a proactive contribution to the work of the team supporting children, their families and carers across all secondary schools in the NE	*	
Experience of working alongside external agencies	*	
Facilitate and/or contribute to the development and sharing of good practice and new provision released across the NE		*
Demonstrate a highly creative approach to supporting children and an ability to resolve problems through a partnership approach	*	

Personal	Essential	Desirable
Ability to establish rapport and respectful and trusting relationships colleagues from across NE schools, LA and external agencies	*	
Ability to make a distinctive contribution to the work of a team	*	
High expectations of self and others	*	
The ability to work to deadlines and under pressure	*	
Ability to ensure confidentiality	*	
Ability to be a self-starter, work in a team and deliver agreed objectives	*	
Approachable	*	
Resilient	*	
Confident	*	
Identify and undertake personal development opportunities and suggest personal development targets	*	

GREATER THAN THE SUM OF ITS PARTS