

Education South West: Teign School

Person Specification

Curriculum Support Supervisor

ATTRIBUTES	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
Relevant Experience	Appropriate experience of working in a school / college environment Evidence of addressing large groups of students/giving presentations Excellent ICT skill including practical experience of word processing, e-mail & other office electronic applications	Experience of school Data Management systems ie Bromcom Understanding of basic First Aid procedures	Application form/ Interview/ References
Education & Training	Attainment of 4 GCSEs, A- C (or equivalent) including English Language or Maths	Relevant professional and/or management qualification Teaching Assistant or HLTA qualification or working towards Level 3 qualifications or higher	Application form/ Education Certificates
Special Knowledge & Skills	Excellent oral, communication & written skills Excellent organisational skills Ability to respond positively and flexibly at all times Ability to set priorities to enable work to be done efficiently under pressure and to meet deadlines Ability to manage the behaviour of students to promote and maintain order and a calm working environment for students Ability to motivate students Ability to consistently and effectively implement agreed behaviour management strategies Ability to demonstrate active listening skills Knowledge and understanding of the different class room roles and responsibilities in relation to this post	Knowledge of the national curriculum and other relevant learning strategies /programmes of study Understanding of principles of child development and learning processes Evidence of mentoring skills	Application form/ References/ Interview

Any Additional Factors	Professional, tactful & sensitive Discreet & confidential Ability to work on own initiative and within a team Willing to learn and take on new ideas and developments Enjoys working with and fosters good relationships with young people Displays an awareness, understanding and commitment to the protection and safeguarding of children and young people Committed to continuous learning and development		Interview / References
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