

## Person Specification Pastoral Worker – Fakenham Primary Federation

Person specification	
Essential	Desirable
<b>Qualifications</b>	
<ul style="list-style-type: none"> <li>• Ability to remain calm under pressure</li> <li>• Willingness to undertake appropriate training</li> <li>• Numeracy and literacy skills equivalent to GSE Grade C/Level 4 or above in both English and Maths</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working in a pastoral role in the education environment</li> <li>• NVQ2 or equivalent in teaching assistant and/or a minimum of 2+ years relevant experience</li> </ul>
<b>Experience</b>	
<ul style="list-style-type: none"> <li>• Experience of working with or caring for children of the relevant age/primary sector</li> <li>• Good understanding of child development and learning processes</li> </ul>	
<b>Skills/knowledge</b>	
<ul style="list-style-type: none"> <li>• Can use basic IT and other technology effectively to support learning</li> <li>• Knowledge of relevant policies/codes of practice and awareness of legislation</li> <li>• Relates well to children and adults</li> <li>• Can self-evaluate learning needs and seek learning opportunities</li> <li>• Excellent interpersonal skills</li> <li>• Able to work to deadlines and priorities tasks</li> </ul>	<ul style="list-style-type: none"> <li>• Basic understanding of child development and learning</li> </ul>

General information
<ul style="list-style-type: none"> <li>• The job description details the main outcomes required and should only be updated to reflect major changes that impact on the outcomes of the job.</li> <li>• All work performed/duties undertaken must be carried out in accordance with relevant Trust and school's policies and procedures, within legislation, and with regard to the needs of our customers and the diverse community we serve.</li> </ul>