

Cover Supervisor - Person Specification

You should be able to demonstrate that you meet the following criteria:

E = Essential
D = Desirable

Method of Assessment (M.O.A.)

A.F. = Application Form
I = Interview

T = Test or Exercise
P = Presentation

EXPERIENCE (Relevant work and other experience)

D	NVQ or equivalent/relevant experience	AF/I
E	Good Numeracy/literacy skills (GCSE A-C English and Maths)	AF/I

SKILLS AND ABILITIES & PERSONAL SKILLS (E.g. Written communication skills, dealing with the public)

E	Ability to take responsibility and work with autonomy within set boundaries	AF/I
E	Strong interpersonal skills and ability to communicate effectively with children and adults	T/I
E	Good organisation and personal management skills	T/I
E	Ability to work successfully with students with challenging behaviour	T/I
E	Ability to relate well to children and adults	T/I
E	Ability to use ICT for recording, monitoring and reporting	AF/I
E	An ability to respect sensitive and confidential work	T/I

Knowledge and Understanding

E	Understanding of children's emotional and educational needs	AF/T
E	Strong commitment to equality of opportunity for all	AF/I
E	Knowledge, understanding and commitment to equality, diversity and inclusion informed by practical experience and application	AF/I
E	Knowledge, understanding and commitment to safeguarding and promoting the welfare of students	AF/I

TRAINING

E	Willingness to undertake further professional training as appropriate	I
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Qualities and Attributes

E	Willing to carry out all duties having regard to an employee's responsibility under the WRA Trust Health and Safety Policies	I
E	To display a responsible and co-operative attitude to working towards the achievement of the service area aims and objectives	I
E	High level of motivation and commitment	AF/I
E	Commitment to own personal development and learning	AF/I