

Person Specification

Teachers and Support Staff

Role:	Assistant Year Team Leader	
	Essential Requirements	How Identified
Qualifications	<p>Recognised relevant qualification or equivalent experience at level III. (NVQ, GNVQ, GCE Advanced Level).</p> <p>Use of school IT software packages to NVQ Level 2 standard.</p> <p>Able to demonstrate competency in liaising with parents/carers.</p> <p>Recent work in a school or other organisation dealing with students/young people.</p> <p>Experience of tracking, monitoring and reviewing work undertaken with students to clearly show impact.</p> <p>Experience of working with school outcome data – attendance / attainment / behaviour to support mentoring work with students.</p>	Application
Experience	<p>Knowledge or experience of working with young people.</p> <p>Competency in communication skills to enable inter-agency liaison and co-ordination of the workload of team members.</p> <p>Experience of using different intervention methods / strategies to ensure students are successful in school.</p> <p>Able to demonstrate competency in liaising with parents/carers.</p> <p>Recent work in a school or other organisation dealing with students/young people.</p> <p>Experience of tracking, monitoring and reviewing work undertaken with students to clearly show impact.</p> <p>Experience of working with school outcome data – attendance / attainment / behaviour to support mentoring work with students.</p>	Application References Interview
Training	<p>Willingness to undertake further training.</p> <p>Recent mentoring training.</p> <p>Training in a mentoring specialism. Willingness to gain a mini bus driving license.</p>	Application Interview
Knowledge, Skills and Ability	<p>Knowledge of the development of young people and their needs.</p> <p>Some knowledge of Higher and Further Education provision and other external opportunities for students in the age range.</p> <p>Have up to date knowledge of current learning strategies implemented across secondary schools to ensure the mentoring of students has a positive impact.</p>	Application Interview
Personal Circumstances	<p>Must be legally entitled to work in the UK (Asylum & Immigration Act 1996)</p> <p>Must have the ability to be flexible and work to the requirements of a busy school</p> <p>Interest in the school's wider role in the community</p>	Application Interview
Disposition and Attitude	<p>A passion for education and a deep-felt desire to make a difference for young people.</p> <p>To like young people and be liked by them</p> <p>To possess educational vision underpinned by values</p> <p>To operate in line with the seven principles of public life of selflessness, integrity, objectivity, accountability, openness, honesty and leadership.</p> <p>Humility: a recognition that the more you know, the less you know! Not being afraid to say 'I don't know'.</p> <p>Be emotionally intelligent: know when to direct, when to challenge and when not to; be able to inspire, present a positive perspective at all times; be able</p>	Application Interview References

	<p>to listen and show awareness of other's sensitivities; to have personal pride and lead by example.</p> <p>Be happy to get your hands dirty. Don't ask people to do things you wouldn't do yourself.</p> <p>Understand the importance of work/ life balance.</p> <p>Enthusiastic, flexible, team player. Enjoy hard work and take constructive criticism.</p> <p>Desire for significant professional development.</p>	
Physical	<p>Resilient</p> <p>Excellent attendance and punctuality</p>	References Interview
Equality	A commitment to, and evidence of, promoting diversity and equal opportunities within the Trust, the curriculum and employment practice.	Application Interview