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| **Category** | **Essential** | **Desirable** |
| **Application** | * Covering letter highlighting your reasons for wishing to apply for the position of Cover Supervisor
* Two fully supportive references
 | * Reference to previous responsibilities, particularly in relation to children
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| **Qualifications and Training** | * Graduate or Level 3 qualifications
* Level 2 Qualifications in English and Mathematics
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| **Experience**  | * Experience of working in a team
 | * Working with children 11-16 or classroom practical experience
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| **Special Knowledge** | * Excellent motivational and communication skills
* Sufficient ICT skills to cope with admin software competently and confidently and willingness to keep developing these
* Knowledge of varied approaches to learning
* Excellent communication and interpersonal skills
* Literacy & Numeracy
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| **Personal Qualities & Skills** | A range of personal qualities relevant to post including the following:* High expectation with regard to standards and behaviour
* Ability to work independently and as part of a team
* Hard working
* Good organisational and planning skills
* Energy and creativity
* Good inter-personal skills
* Humour
* Flexibility and the ability to manage change
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