

# PERSON SPECIFICATION



## Vocational Skills Tutor

Skills and Effectiveness	Essential	Desirable	Method of Assessment
Be emotionally resilient	√		AF, I
Ability to use ICT effectively	√		AF, I
Ability to form positive relationships with children, young people and adults	√		AF, I, R
Ability to work independently and with supervision	√		AF, I
Effective communication skills	√		AF
Ability to respond calmly to challenging situations	√		AF, I
Ability to meet deadlines	√		AF
Able to monitor progress	√		AF
Able to demonstrate a desire to work with those hard to reach individuals with commitment and drive	√		AF, I, R
Able to demonstrate knowledge and experience of a high percentage of the core vocational areas		√	AF, I
Knowledge	Essential	Desirable	Method of Assessment
Knowledge of subject area's detailed in Job Description	√		AF, I, R
Knowledge of particular examination boards (Btec, Asdan, Nocr).		√	AF
Knowledge of young people who have experienced a disrupted childhood or who are socially and emotionally challenged		√	AF, I
Experience / Achievements	Essential	Desirable	Method of Assessment
Experience of dealing with people with highly charged emotions	√		AF, I
Relevant tutoring experience in a vocational context	√		AF
Experience of building strong relationships with young people who do not trust easily	√		AF, I, R
Experience of working with children and young people with challenging behaviours		√	AF, I, R
Experience of health and safety and working with workforce equipment safely		√	AF
Qualifications/Professional Memberships	Essential	Desirable	Method of Assessment
Tutoring qualification or equivalent	√		AF
Good levels of literacy and numeracy	√		AF
Training in behaviour management		√	AF
Team Teach qualified		√	AF
First Aid training		√	AF
Knowledge of Thrive		√	AF
Other	Essential	Desirable	Method of Assessment
Current full driving licence	√		AF
Enhanced clearance from Disclosure and Barring Service	√		C

AF – Application Form

C - Certificate

R – Reference

I – Interview