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|  |  | **Essential** | **Desirable** |
| **Qualifications**  | * Graduate in English (or related area)
* AS/A2 level in an English subject
* Willingness and ability to obtain and/or enhance qualifications and training for development in the post
 | ✔✔ | ✔ |
| Experience  | * Experience of working in a school environment
* Experience and knowledge of issues affecting students and young people and how to offer supportive assistance
 |  | ✔✔ |
| Skills | * Ability to support students with English work up to GCSE level
* Excellent communication and listening skills
* Ability to respect and maintain confidentiality
* Working knowledge of standard computer packages (word processing, email and spreadsheets)
* Good time management and organisational skills
* Ability to work with students and have a real interest in the issues faced by this age group
* Caring and approachable manner
* Has whole school and student interests at heart
 | ✔✔✔✔✔✔ |  |
| **Other**  | Satisfactory Enhanced Disclosure & Barring Service Clearance* Commitment to safeguarding and the ethos and values of the Academy
 | ✔✔ |  |

English Progress Tutor – Person Spec

The Hermitage Academy