**One to one Tutor**

**Person Specification**

The successful candidate will be someone who is energetic, innovative and influential, reliable and committed to working as part of a team. More specifically candidates should be able to demonstrate the following minimum requirements:

| **Qualifications**  | **Essential** | **Desirable** |
| --- | --- | --- |
| Graduate in relevant subject |   | x |
| Willingness and ability to obtain and/or enhance qualificationsand training for development in the post. | x |   |
| AS/A2 level in relevant subject | x |   |
| **Experience** |   |   |
| Experience of working in a school environment. |   | x |
| Experience and knowledge of issues affecting students andyoung people and how to offer supportive assistance |   | x |
| **Skills** |   |   |
| Ability to support students up to GCSE level | X |   |
| Excellent communication and listening skills | X |   |
| Ability to respect and maintain confidentiality | X |   |
| Working knowledge of standard computer packages(word processing, email and spreadsheets) | X |   |
| Good time management and organisational skills | X |   |
| Ability to work with students, manage student behaviourappropriately and have a positive interest in the issues faced by this age group | X |   |
| **Other** |   |   |
| Excellent attendance and employment records | X |   |
| Satisfactory Enhanced Disclosure & Barring Service clearance | X |   |
| Own means of transport or willingness to use public transport | x |   |