| **PERSON SPECIFICATION – BEHAVIOUR SUPPORT OFFICER** | | | |
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| **Area** | **Essential** | **How Assessed** | **Desirable** |
| **Qualifications** | * Maths or English GCSE level 4 or equivalent qualification * Level 3 qualification or equivalent * Evidence of continued professional development | Application Form |  |
| **Knowledge/Understanding** | * Understanding a range of pastoral issues * Knowledge of strategies to develop positive behaviour in students * Knowledge of strategies to promote student engagement | Application/Interview | * Relevant in-service training |
| **Experience** | * Experience of working in a pastoral capacity within a secondary school setting * Experience in implementing strategies to develop positive behaviours in students * Experience of working with external agencies | Application/Interview/  References | * Experience of working in a behaviour support unit environment |
| **Specific Skills (attributes & abilities)** | * The ability to work effectively and stay calm under pressure * Highly effective written and verbal communication skills * Deal effectively with complex situations and make informed decisions * Excellent planning and organisational skills * Establish priorities in the face of competing demands * Establish excellent and professional relationships with students, colleagues and parents | Application/Interview/  References | * Utilising school ICT administration and management systems * Safeguarding qualification / training |
| **Personal Qualities** | * A commitment to inclusive, secondary education * High expectations of self and others * A willingness to be involved in the school’s wider enrichment programme including extra-curricular activities * A commitment to safeguarding and promoting the welfare of children and young people | Interview |  |