**MENTAL HEALTH SUPPORT OFFICER - PERSON SPECIFICATION**

**E= Essential, D = Desirable**

|  | **E** | **D** |
| --- | --- | --- |
| **Skills/Abilities** |
| Able to organise own workload and activities to deadline and quality standards | **✔** |  |
| Ability to understand and follow procedures e.g. health & safety, child protection and safeguarding, school behaviour policy | **✔** |  |
| Able to demonstrate understanding of complex problems and apply in depth knowledge to address them | **✔** |  |
| Able to develop original techniques, methods and solutions | **✔** |  |
| A team player able to work effectively in a team and contribute to wider initiatives. | **✔** |  |
| Ability to set targets and monitor progress | **✔** |  |
| Ability to create effective relationships with a variety of different people | **✔** |  |
| Able to have a positive impact on student wellbeing | **✔** |  |
| Excellent communication skills and ability to build positive relationships with parents and other stakeholders | **✔** |  |
| The ability to support, motivate, encourage and understand students maintaining an appropriately professional relationship | **✔** |  |
| Professionally discrete and able to respect confidentiality in particular areas | **✔** |  |
| Effective use of ICT  | **✔** |  |
| Ability to work with and analyse data  | **✔** |  |
| **Knowledge and Understanding** |
| Awareness of the needs of children with a variety of SEND needs |  | **✔** |
| Some knowledge of the Children Act and education legislation |  | **✔** |
| Awareness of the reasons for students getting into difficulties and strategies for how to assist students in overcoming them | **✔** |  |
| **Experience** |
| Experience of working in an educational setting  |  | **✔** |
| Demonstrable experience of working with young people with mental health issues  | **✔** |  |
| Experience of working with vulnerable children |  | **✔** |
| **Qualifications/Training** |
| Education equivalent to A-level standard | **✔** |  |
| Degree or other higher qualifications |  | **✔** |
| Training in pastoral care / educational psychology / counselling / related areas |  | **✔** |
| Other qualifications relevant to the post |  | **✔** |
| NVQ Level 3 Teaching Assistant qualification or equivalent |  | **✔** |
| Mental Health First Aid training or equivalent  |  | **✔** |
| Willingness to obtain relevant qualifications | **✔** |  |
| **Attributes** |
| Commitment to an ethos of high standards, personal fulfilment, academic success and to improving the life chances of young people | **✔** |  |
| A team player with the ability to build effective working relationships with all pupils and colleagues | **✔** |  |
| Ability to work proactively and at pace, remaining calm under pressure. | **✔** |  |
| The ability to promote positive mental health and wellbeing in students and staff | **✔** |  |