

PERSON SPECIFICATION

Pastoral Support Officer

The successful candidate will meet the following person specification. Please note that the listed criteria will form the basis of the selection process. Applicants should address all elements of the Person Specification, indicating experience and where appropriate citing supporting examples within their application.

Qualifications & Training	Essential	Desirable	How Identified
5 GCSEs A*-C including English and Maths		X	Application
Training in counselling, child protection or mental health first aid		X	
First Aid at Work qualification or willingness to undertake training		X	
Personal Attributes	Essential	Desirable	How Identified
Are highly ambitious for self and organisational growth	X		Application Interview Task
Are brave in leadership decision making, being innovative and forging new paths	X		
Are curious to identify solutions based on rigorous evidence and research	X		
Are determined to overcome obstacles and resilient in the face of challenge	X		
Are open minded to bringing about extraordinary change which may challenge the norm	X		
Are fast and nimble to address emerging needs and underperformance	X		
Are good , moral, truthful and treat others with respect	X		
Knowledge & Experience	Essential	Desirable	How Identified
Experience of working with young people preferably in an educational, youth or pastoral context		X	Application Interview Task
Experience of delivering activities and sessions for young people	X		

Experience managing sensitive situations with discretion and empathy	X		
Knowledge of behaviour management strategies, de-escalation techniques and restorative processes.		X	
Experience of administrative work and using data	X		
Experience of managing young people who display challenging behaviours		X	
Experience of multi-agency working or referrals		X	
Skills	Essential	Desirable	How Identified
Strong interpersonal and communication skills	X		Application Interview Task
Ability to build rapport with students, staff, and families	X		
Ability to handle sensitive situations calmly and professionally	X		
Ability to work both independently and as part of a team	X		
Excellent organisational skills and attention to detail	X		
Ability to be resilient and able to manage stress and emotionally demanding situations	X		
Creative, resourceful, and proactive in finding solutions	X		
Equal Opportunities	Essential	Desirable	How Identified
Demonstrate an acceptance of, and a commitment to, the principles of the Trust's Equal Rights policies and practices as they relate to employment issues and to the delivery of services to the community	X		Application Interview Task
Committed to equal opportunities policies relating to gender, race and disability in an educational context	X		
Safeguarding	Essential	Desirable	How Identified

Committed to the protection and safeguarding of children and young people	X		Application Interview Task
Demonstrates up to date knowledge of relevant legislation and guidance in relation to working with young people		X	