



PERSON SPECIFICATION

Pastoral Support Key Worker

	Essential Criteria
Training/Qualifications	<ul style="list-style-type: none"> • A very good standard of education, particularly in English and mathematics (Grade C, at least in both) • Whilst there are no specific further qualifications set out it would be important for the candidate to have evidence of further professional qualifications, training or development linked to the job specification.
Experience	<ul style="list-style-type: none"> • Successful experience of working with a range of young people. • Evidence of being an emotionally intelligent, reflective worker. • An understanding of safeguarding children procedures. • Experience of using Information Technology.
Knowledge	<ul style="list-style-type: none"> • Knowledge of requirements for maintaining the health, safety and security of yourself and others in the learning environment. • Up to date knowledge of challenges facing young people today (e.g. self-harm, drugs, pressures linked to social media etc.) • A knowledge of children's developmental needs. • An understanding of the varied needs of SEN/LAC pupils.
Skills and Abilities	<ul style="list-style-type: none"> • Ability to use language and other communication skills that pupils can understand and relate to. • Ability to establish positive relationships with pupils and empathise with their needs. • Ability to demonstrate active listening skills. • Ability to offer constructive feedback to pupils to reinforce self-esteem. • Ability to work effectively and supportively as a member of the pastoral care team. • Ability to work within and apply all college policies e.g. behaviour management, safeguarding and child protection, Health and Safety, Equal Opportunities, etc. • Ability to work under pressure and manage your own time effectively • Ability to demonstrate robustness and emotional resilience in challenging situations.
Personal Qualities	<ul style="list-style-type: none"> • A personality to merit the respect of pupils and to encourage their active involvement in the learning process, in and out of lessons. • An excellent communicator being able to build successful relationships with all groups of pupils, staff, parents and professionals from outside agencies. • Highly motivated, clear thinking and principled. Committed to equality of opportunity • Willingness to participate in further training and developmental opportunities offered by the college and County, to increase knowledge. • Willingness to maintain confidentiality on all college matters. • A confident communicator with strong inter-personal skills. • Integrity, good humoured and a caring and positive outlook.