

STUDENT SUPPORT TUTOR PERSON SPECIFICATION

Competency	Essential	Assessed	Desirable	Assessed
Attainments / Qualifications	Good general level of education	A	First Aid at Work qualification Counselling qualification	A A
Skills and Understanding	<p>Awareness of issues affecting 6th form students; an interest in welfare and support.</p> <p>Able to communicate clearly with a wide range of people.</p> <p>Able to maintain appropriate boundaries.</p> <p>Able to deal with problems in a constructive manner.</p> <p>Able to relate to and be respected by EMS students and staff.</p> <p>Basic IT literacy.</p> <p>Ability to work with discretion and maintain confidentiality.</p>	<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>I</p> <p>A</p> <p>A/I</p>	Understanding of school safeguarding procedures	A/I
Prior Experience			<p>Experience in a welfare-related role.</p> <p>Experience of dealing with complex / difficult situations.</p> <p>Experience working with students with SEND.</p> <p>Experience working in a school environment.</p>	<p>A</p> <p>A</p> <p>A</p>

Behavioural Characteristics	Approachable & non-judgemental.	A/I		
	Responsible & reliable.	A/I		
	Supportive of others.	A/I		
	Calm under pressure.	A/I		
	Commitment to working closely with the pastoral team	A/I		
	Commitment to working with integrity, openness and honesty.	A/I		
	Commitment to safeguarding and promoting the welfare of children.	I		
	Commitment to equal opportunities.	I		

A: these specifications will be assessed by the application form.

I: these specifications will be assessed at interview.

