



PERSON SPECIFICATION

POST TITLE: Student Support Officer

ATTRIBUTES		ESSENTIAL	DESIRABLE	HOW IDENTIFIED
RELEVANT EXPERIENCE	Recent experience of working with young people	✓		A/I
	Recent experience of working in a secondary school	✓		A/I
EDUCATION AND TRAINING	Level 3 or equivalent qualification	✓		A/I
	Level 2 numeracy and literacy	✓		A/I
GENERAL AND SPECIAL KNOWLEDGE	Knowledge of agencies that complement the work of schools		✓	A/I/R
	Knowledge and use of SIMs		✓	A/I/R
SKILLS AND ATTRIBUTES AND EXPERIENCE	Ability to relate well to children and adults	✓		A/I/R
	Ability to work constructively as part of a team, understanding school roles and responsibilities and your own position within these	✓		A/I/R
	Ability to work independently	✓		A/I/R
	Ability to self evaluate learning needs and actively seek learning opportunities	✓		A/I
	Understanding of importance of confidentiality and to maintain confidentiality in your work	✓		A/I/R
ADDITIONAL FACTORS	The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment	✓		A/I/R

A: Application, I: Interview, R: Reference