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**Summercroft Primary – An Academy School**

**Person Specification – Pastoral Lead**

**Below is the list of essential and desirable attributes that our successful candidate will have demonstrated. All attributes coded with A should be referenced as part of the application process and will be exemplified further at interview (I) and through tasks at interview (T). References (R) will be called ahead of the interview days and referees will be asked to comment on these areas.**

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| **Attribute** | **Requirement** | **Source of Evidence** |
| **Qualifications and Experience** |
| Maths and Literacy (Grades A – C) at GCSE Level | Essential | A |
| Teaching/ working with individuals or small groups of children | Essential | A, I, T, R |
| Experience of working with colleagues in other teams and from other agencies | Essential | A, I, T, R |
| Experience in meeting the needs of vulnerable children or disadvantaged children | Essential | A, I, R |
| Evidence of further studies and training | Desirable | A |
| First Aid at Work | Desirable | A, I |
| Safeguarding certificate | Desirable | A, I |
| Hertfordshire Therapeutic Thinking | Desirable | A, I |
| Zones of Regulations training | Desirable | A, I |
| Wellbeing training | Desirable | A, I |
| Working with children who have special educational needs/EAL | Desirable | A, I, R |
| Minimum of 2 years working in EYFS, KS1 or KS2  | Desirable | A, R |
| **Skills and Abilities**  |
| Have effective oral and written communication skills | Essential | A, I, T, R |
| Form effective professional relationships including team working | Essential | A, I, T, R |
| Ability to create an environment of trust by delivering on promises | Essential | A, I, T, R |
| Ability to persuade and influence others effectively | Essential | A, I, T, R |
| Ability to demonstrate tact and diplomacy in communication | Essential | A, I, T, R |
| Ability to engage and motivate families who may be unwilling to link into services | Essential | A, I, R |
| Ability to assess the needs of individual families | Essential | A, I, R |
| Ability to deliver group and individual parenting programmes | Essential | A, I, R |
| Have good organisational and time management skills | Essential | A, I, T, R |
| Have sound ICT skills | Essential | A, I |
| Have a growth mind-set to develop own knowledge and skills through evaluating personal needs | Essential | A, I, R |
| Ability to work independently | Essential | A, I, T, R |
| Remain calm under pressure and be able to adapt to change quickly | Essential | A, I, T |
| Ability to deal with difficult situations in a calm and professional manner | Essential | A, I, T, R |
| Use coaching and mentoring skills with adults and pupils | Desirable | A, I |
| Ability to plan effective activities for all pupils including those who are at risk of ‘falling behind’ | Desirable | A, I, T, R |
| **Knowledge** |
| Relevant policies, codes of practice and legislation including safeguarding | Essential (Training can be provided for this) | A, I, R |
| An understanding of issues related to underachievement and the barriers to learning that some pupils face | Essential  | A, R |
| Knowledge of available support services and referral routes | Essential  | A, I |
| National curriculum expectations, particularly in maths and English | Desirable | A, T, R |
| Multi-agency working | Desirable | A, I |
| Knowledge of the Common Assessment Framework | Desirable | A, I |
| Knowledge of models of positive parenting | Desirable | A, I |
| **Personal Attributes** |
| A passion for learning and enhancing children’s life chances | Essential | A, I, R |
| Ability to deal with sensitive issues in a professional manner | Essential | A, I, R, T |
| Has high standards for self and others | Essential | A, I, R |
| Energy and enthusiasm | Essential | I, R |
| Be adaptable to changing circumstances in a positive and creative manner | Essential | A, I, R |
| Commitment to engage positively with difficult to reach families | Essential | I, R |
| Integrity and loyalty | Essential | A, I, R |
| Ability to retain a sense of humour and positive outlook in challenging circumstances | Essential | I, R |