



Accelerated Learning Provision Lead - Person Specification

This person specification shows the abilities, skills and qualifications you will need to carry out the duties associated with the role. Short listing is carried out on the basis of how well you meet the requirements of the person specification. You should mention any experience you have had which shows how you could meet these requirements when you fill in your application form. If you are selected for interview you may be asked to undertake practical tests to cover the skills and abilities listed below. You may also be asked to produce original copies of qualification certificates.

| | Essential | Desirable | Evidence A – application C – certificate I - interview |
|--|-----------|-----------|---|
| Experience and Qualifications | | | |
| A-Level qualifications (or equivalent) | ✓ | | A/C |
| Educated to degree level (or equivalent) | | ✓ | A/C |
| Hold QTS | | ✓ | A/C |
| Experience of working with young people of secondary school age in a school setting | ✓ | | A/I |
| Experience of dealing with parents and external partners/agencies | | ✓ | I |
| Experience in the use of SIMS software package | | ✓ | A/I |
| Abilities and Knowledge | | | |
| Ability to teach at least one or more core subject to GCSE (English, maths, science) | ✓ | | A |
| Ability to lead/co-ordinate a group of subject tutors | ✓ | | A/I |
| Ability to timetable and coordinate the tutoring sessions | ✓ | | A/I |
| Good organisational skills, including the ability to organise a workload which will have conflicting demands and priorities | ✓ | | I |
| Ability to track student progress and demonstrate the impact of tutoring | ✓ | | A/I |
| Excellent ICT skills including Microsoft Office | ✓ | | I |
| An ability to work calmly and methodically when under pressure | ✓ | | I |
| An understanding of safeguarding and child protection matters | ✓ | | A/I |
| An ability to make decisions independently when appropriate | ✓ | | A/I |
| Demonstrate an understanding of literacy, articulacy, and the correct use of standard English | ✓ | | A/I |
| Personal Qualities | | | |
| Enthusiastic, hard-working, flexible and resilient team player | ✓ | | A/I |
| Ability to communicate clearly and sensitively, both orally and in writing, with pupils, parents/carers and staff | ✓ | | I |
| Ability to form positive professional relationships with colleagues, parents/carers and students and other stakeholders | ✓ | | A/I |
| Ability to self-evaluate learning needs and willingness to participate in development and training opportunities | ✓ | | I |
| Ability to adhere to the school's policies and procedures relating to child protection, health and safety, security, confidentiality and data protection | ✓ | | I |
| Show respect and promote the School's CHARACTER values | ✓ | | A/I |