

	Essential	Desirable	Evidence Source
Knowledge			
Relevant training for working with young people aged between 11-19	✓		A
Appropriate and current knowledge, training and experience of safeguarding children	✓		A/I
Knowledge of the principals involved in giving advice and guidance to young people including the place of confidentiality and sharing information	✓		A/I
Qualification or accreditation in a relevant subject or area		✓	A
Knowledge of the range of additional support/agencies available for students		✓	A/I
Experience			
Experience of working with young people aged 11-16 with a wide range of needs and backgrounds	✓		A
Experience with working with external agencies	✓		A
Experience of working in a secondary school setting		✓	A
Skills/Abilities/Competencies			
Ability to communicate effectively with students, parents, school staff and multi agencies	✓		A/I
Ability to work autonomously and as part of a team.	✓		A/I
Good organisation, time management, communication and interpersonal skills.	✓		A/I
Ability to find creative and imaginative solutions to problems	✓		A/I
Ability to use ICT to support and monitor pupils' needs and circumstances	✓		A/I
Ability to find creative and imaginative solutions to problems		✓	A/I
Special Attributes			
An ability to fulfil all spoken aspects of the role with confidence through then medium of English	✓		I
Adaptability and a professional approach to the responsibilities of the post.	✓		A/I
Supportive of the Catholic ethos of our school	✓		A/I

A: Application
I: Interview