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**Cover Supervisor**

**Person Specification**

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|  | **Essential** | **Desirable** | **P/ O** |
| **Experience**Working in an educational environment with 11-16 students | ✓ |  |  |
| Working as a tutor or mentor to a group of students |  | ✓ |  |
| Supervising students in an educational environment or equivalent |  |  |  |
| **Qualifications** Level 3 or equivalent | ✓ |  |  |
| Degree or equivalent |  | ✓ |  |
| **Knowledge**Detailed knowledge of how secondary education works | ✓ |  |  |
| How to motivate and engage groups of students |  | ✓ |  |
| **Skills/Qualities**Excellent communication skills, both written and verbal, and the ability to communicate effectively with a variety of audiencesStaminaConfidence and strategies to ensure students remain on taskComputer literateAbility to work as part of a team | ✓ |  |  |
| Ability to identify and support students who may need additional help to make progress | 🗸 |  |  |
| **Training**Willing to undertake relevant mandatory training  | ✓ |  |  |
| Undertaken training around improving practice and classroom management as appropriate |  | ✓ |  |
| **Personal Attributes** |  |  |  |
| Sharing the sponsor’s vision and ethos | 🗸 |  |  |
| A firm commitment to transforming peoples’ opportunities through the Academy | 🗸 |  |  |
| Energy, enthusiasm and the ability to keep things in perspective | 🗸 |  |  |
| Adaptability and the ability to work under pressure whilst retaining a good sense of humour! | 🗸 |  |  |
| Attention to detail and the ability to get things done | 🗸 |  |  |
| Ability to prioritise, achieve deadlines and delegate effectively | 🗸 |  |  |
| Ability to demonstrate good judgement, decision making, integrity and a confident manner | 🗸 |  |  |