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|  | **Graduate Cover Supervisor** | | | |
| **Person Specification: Graduate Cover Supervisor**  **Created: May 2020** | | | | |
|  | | **Essential** | **Desirable** | **How to be tested** |
| **Qualification criteria:**   1. Qualified to degree level. 2. Basic knowledge of Microsoft Office. 3. Eligible to work in the UK. | | ✓  ✓  ✓ |  | Application form |
| **Experience of:**   1. Working with or interacting with children and/or young people | |  | ✓ | Application form |
| **Behaviours, Skills and Strengths:**   1. Be willing to develop an awareness of and support difference and ensure that pupils have equality of access to opportunities to learn and develop. 2. Be interested in training to teach in the future 3. Be aware of and comply with policies and procedures relating to child protection, health and safety and security, confidentiality and data protection; and report all concerns to an appropriate person. 4. A willingness to acquire an understanding of the educational objectives and ethos of the school. 5. Able to relate sympathetically to young people. 6. Able to communicate effectively and confidently with staff and students. 7. Able to work well under pressure and be decisive in a busy school environment. 8. Ability to work with a minimum of supervision and within a team. 9. Ability to manage pupils in a classroom setting. 10. Good organisational skills and able to manage own time, prioritise and use initiative. 11. High levels of honesty and integrity. 12. Confident using a laptop. | | ✓  ✓  ✓  ✓  ✓  ✓  ✓  ✓  ✓  ✓  ✓  ✓ |  | Application form and interview |
| **Other:**   1. This post is subject to an enhanced DBS disclosure. 2. The post holder must be committed to safeguarding the welfare of children. | | ✓  ✓ |  | DBS Process  References |