

Person Specification

Job Title:	School L
Salary & Grade:	WHF NJC N Grade
Reports to:	

The White Horse Federation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We therefore expect all staff and volunteers to work to and within school policies and procedures, including safeguarding, child protection and health and safety.

This post is subject to satisfactory references which will be requested prior to interview, an enhanced Disclosure and Barring Service (DBS) check, medical check, evidence of qualifications, plus verification of the right to work in the UK.

	Essential	Desirable	Identification Method
Education & Qualifications			
Chartered Librarian MCILIP Certification (Chartered Institute of Library and Information Professionals)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Application Form
At least 5 GCSEs minimum Grade C or equivalent (including Maths and English)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form
Evidence of further study e.g. A Levels, degree	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Application Form
Relevant Experience			
Working in a school or educational environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Experiencing of maintaining classroom discipline	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Managing a budget and prioritisation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Medium and long-term planning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Resource management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Line management experience	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview

Skills & Abilities			
Excellent communication skills	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Well-developed ICT skills	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Independent working	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Behaviour management skills	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Able to devise operational procedures and working practices within the centre to ensure that resources are managed effectively	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Specialist Knowledge			
Knowledge of the National Curriculum	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Understanding of the hierarchy of skills needed to help pupils become 'information literate' and independent users of the LRC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Disposition, Values & Behaviours			
Committed to collaborative working	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Strong commitment to safeguarding	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Upholds confidentiality	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview
Committed to the Trust vision and values	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Application Form Interview