

Job title: Pastoral Support

Responsible to: HOY

Criteria	Essential	Desirable
Qualifications and professional development		
1 Graduate		•
2 Evidence of commitment to continuing professional development	•	
Experience		
1 Experience of working in a education environment at secondary level or above	•	
2 Experience of developing excellent practice when working with young people	•	
3 Experience of working with SIMS		•
4 Experience of dealing successfully and diplomatically with parents and community representatives		•
Skills		
1 Excellent communication skills, both written and verbal, and the ability to communicate effectively with a variety of audiences	•	
2 The ability to monitor and manage own performance	•	
3 Excellent interpersonal skills including the ability to lead and self-manage to work towards common goals	•	
4 Excellent strategic and creative skills including the development of innovative pastoral and whole academy experiences	•	
5 The ability to use ICT efficiently and effectively to enhance your work	•	
6 The ability to interact with students, staff, parents and the wider community to foster a culture of learning, improvement, good behaviour and inclusion	•	
7. The ability to listen, emphasise and resolve conflict effectively	•	
8 The competence to liaise with outside agencies to support students and families	•	
Knowledge and understanding		
1 An up-to-date knowledge of safeguarding practices	•	
2 Knowledge of the strategies most effective for the raising of standards, student behaviour and promoting inclusion	•	
Personal Attributes		
1 Sharing the sponsor's vision and ethos	•	
2 A firm commitment to transforming peoples' opportunities through the Academy	•	
3 Commitment to continuing personal and professional development for colleagues and self	•	
4 Energy, enthusiasm and the ability to keep things in perspective	•	

5 Adaptability and the ability to work under pressure whilst retaining a good sense of humour!	•	
6 Attention to detail and the ability to get things done	•	
7 Ability to prioritise, achieve deadlines and delegate effectively	•	
8 Ability to demonstrate good judgement, decision making, integrity and a confident manner	•	
9 A belief that every person matters and a commitment to the potential of every student	•	
10 The ability to develop good relationships of respect, trust, and professional regard which create capacity in others	•	