

**SEN Key Worker PERSON SPECIFICATION**

**Post Title: SEN Key Worker**

<b>ATTRIBUTES/ REQUIREMENTS</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>	<b>HOW IDENTIFIED</b>
<b>EDUCATION, QUALIFICATIONS AND VOCATIONAL TRAINING</b>	<ul style="list-style-type: none"> <li>• 5 x GCSEs including Maths and English – Grade C or above (or equivalent)</li> <li>• Willingness and ability to obtain and/or enhance qualifications and training for development in the post</li> </ul>	<ul style="list-style-type: none"> <li>• First Aid Certificate</li> <li>• Moving and Handling Certificate</li> <li>• EIPEN training</li> </ul>	Certificates Application
<b>RELEVANT EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Experience of supporting young people in an educational setting</li> </ul>	<ul style="list-style-type: none"> <li>• Use of ICT to support learning</li> </ul>	Application Interview References
<b>KNOWLEDGE AND SKILLS</b>	<ul style="list-style-type: none"> <li>• SEN/knowledge of specialist needs</li> <li>• Good understanding of school policies and procedures</li> </ul>	<ul style="list-style-type: none"> <li>• An awareness of the national curriculum and current initiatives</li> <li>• Child Protection procedures</li> </ul>	Application Interview References
<b>PERSONAL CHARACTERISTICS</b>	<ul style="list-style-type: none"> <li>• Excellent interpersonal skills and the ability to relate well to staff, students, parents and the wider community</li> <li>• Willingness to work in a team and work openly with colleagues</li> <li>• Ability to self evaluate own practice and learning needs</li> <li>• A calm, flexible, pleasant and sympathetic manner</li> </ul>		Application Interview References
<b>ADDITIONAL REQUIREMENTS</b>	<ul style="list-style-type: none"> <li>• Excellent attendance record</li> <li>• Reliability and willingness to be flexible</li> </ul>		Application Interview References
<b>The post is subject to a satisfactory record check being undertaken by the Disclosure &amp; Barring Service</b>			