



**Person Specification: Pastoral Assistant**

	<b>ESSENTIAL</b>	<b>DESIRABLE</b>	<b>METHOD OF ASSESSMENT</b>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>GCSEs – Pass in English and Maths</li> </ul>	<ul style="list-style-type: none"> <li>Degree or HE equivalent</li> </ul>	Certificates
<b>Experience</b>	<ul style="list-style-type: none"> <li>Experience of caring for young people</li> </ul>	<ul style="list-style-type: none"> <li>Experience of coaching sports or running activities</li> </ul>	Application form, interview, references
<b>Skills</b>	<ul style="list-style-type: none"> <li>Flexibility</li> <li>Adaptability</li> <li>Initiative</li> <li>Ability to work as part of a team</li> <li>Clear understanding of the post and responsibilities</li> <li>Excellent communication skills</li> <li>Excellent organisational skills</li> <li>Good sense of humour</li> <li>Warm and approachable</li> </ul>	<ul style="list-style-type: none"> <li>First Aid Skills</li> <li>Basic ICT skills</li> <li>Current clean driving licence</li> <li>Qualifications for coaching sports or running activities</li> </ul>	Application form, interview, references
<b>Personal Competencies &amp; Qualities</b>	<ul style="list-style-type: none"> <li>Motivation to work with children and young people</li> <li>Ability to form and maintain appropriate relationships and personal boundaries with children and young people.</li> <li>Positive attitude to using authority and maintaining good behaviour</li> <li>Willingness to undertake post-related training.</li> </ul>		Application form, interview, references

*The College is committed to Safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.*