

Student Manager
PERSON SPECIFICATION



Note: A Student Manager could have a background in teaching, counselling, youth work, careers work, social services, the Services, police or related professions

Qualifications:	<ul style="list-style-type: none"> • Accreditation to at least Level 2/GCSE in English and Maths • Appropriate qualifications (or commitment to qualify), experience and any other requirements needed to perform the role of DSP in relation to safeguarding and promoting the welfare of children and young people
Experience:	<ul style="list-style-type: none"> • Experience of leading and managing others and building successful teams • Experience of working with young adults, preferably including some experience of supporting progression to university/work and those experiencing social and emotional challenges • Experience of analysing data and writing impact reports • Experience of planning, monitoring and evaluating the impact of own work and that of others • Experience of working with other people, preferably including parents/carers, external agencies or stakeholders • Experience of working in an environment that requires knowledge of a range of careers/progression pathways for young people (desirable)
Knowledge:	<ul style="list-style-type: none"> • Knowledge of secondary school organisation and procedures • Knowledge and understanding of further and higher education organisation and application/access procedures • Knowledge and understanding of the issues/barriers which affect the achievement of young people and their opportunities/progression routes whilst at and after school • Knowledge and understanding of equalities issues within a learning environment • Knowledge of a range of strategies that encourage participation and motivation of young people to learn and attain highly • Understanding of strategies to support young people at risk of becoming NEET (desirable)
Abilities:	<ul style="list-style-type: none"> • Consistently demonstrate and actively promote a commitment to safeguarding and promoting the welfare of children and young people • Ability to analyse data and present information clearly and succinctly verbally or using written word • Good working use of Microsoft excel and word to track progress and feedback to all stakeholders • Ability to identify potential barriers to students' learning and progress and to develop strategies to overcome these barriers • Ability to work autonomously, with initiative and as a member of a team • Ability to consult and work collaboratively with a range of individuals and teams both within and outside of school • Ability to relate positively to people across a wide age and ability range, and from diverse cultural, linguistic and ethnic backgrounds • Ability to exercise initiative and accept responsibility and accountability • Ability to plan over a prolonged period, while being organised and paying attention to detail • Ability to build effective working partnerships with, and gain the confidence of,

	<p>students, families and professionals from agencies who support the school</p> <ul style="list-style-type: none"> • Ability to liaise effectively with a wide range of organisations and to negotiate successfully with school staff and other agencies • Ability to communicate effectively, orally and in writing including the effective use of ICT • Ability to establish and maintain systems for record keeping • Ability to effectively interpret a range of student data • Ability and willingness to engage in ongoing learning and professional development • Support and promote the Christian ethos of the School
--	---

The skills and attributes listed above will be assessed through the application form and supporting statement, the presentation and throughout interview.

In addition to candidates' ability to perform the duties of the post, the interview will also explore issues relating to the safeguarding and promoting the welfare of children including:

- Motivation to work with children and young people
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people
- Emotional resilience in working with challenging behaviours
- Attitudes to the use of authority and maintaining discipline

If the candidate is short listed, any relevant issues arising from references will be taken up at interview.

January 2020