

Person Specification for Student Support Manager

Selection Criteria
Qualifications
Level 2 (GCSE or equivalent) or above including Literacy & Numeracy
Evidence of appropriate continued personal and professional development
Experience and Attributes
Experience of working with young people aged 11-16
Experience in mentoring / supporting young people
Willingness to work with outside agencies and the support that can be accessed therein
Experience of working in a dynamic and often unpredictable environment
The ability to securing excellent relationships and behaviour
Secure knowledge of recent developments in education and the issues facing young people
Experience in preparing, organising and participating in educational fieldtrips / visits
Continuously striving for excellence in their profession
Personal Qualities
Share the Academy vision that emotional and academic welfare of all students is at the core of our provision
Energy, drive and enthusiasm
Excellent interpersonal and communication skills
Ability to inspire and motivate others
Ability to analyse information and use sound judgement in complex situations
Ability to support a team culture
Ability to plan and organise time effectively, work under pressure and meet deadlines while maintaining a healthy work life balance
A sense of humour, cheerful demeanour and positive, can-do attitude
A capacity for hard work and willingness to "go the extra mile"
Discretion and reliability
Ability to investigate and gather information relating to student issues occurring within the academy
Enjoys working with people
Demonstrates a high level of emotional intelligence