

**Person Specification**

Job title: Pastoral Manager (G4)

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| Attributes | Essential | Desirable | How identified |
| Qualifications | NVQ Level 3 (or equivalent)Qualifications of supporting parents such as:Triple PStrengthening families |  | Qualifications |
| Experience | Experience of working with children of primary school age, including providing interventions to support emotional and behavioural needs in order for children to access educationExperience of supporting families Experience of supporting learning in a primary school classroom environmentExperience of administrative workExperience of supporting pupils with challenging behaviourExperience of working with outside agencies to help support children and their families

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 | ApplicationInterviewReferences

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| Knowledge and Skills | Ability to establish positive relationships with children based on mutual respectAbility to work well independently and as part of a teamExcellent communication skillsAbility to relate well to parents/carers and professionalsAbility to supervise and assist pupils’Time management skillsOrganisational skillsKnowledge of classroom roles and responsibilities Flexible attitude to work

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 | First aid certificateGood knowledge of the education systemGood understanding of safeguarding and child protection | ApplicationInterviewReferences |
| Other | Commitment to the ethos of a Church schoolCommitment to trainingCommitment to safeguarding and protecting the welfare of children and young peopleCommitment to equality and diversity | Knowledge of relevant programs e.g. ‘My Concern’‘ScholarPack’ | Application InterviewReferences |