



**Hatton Academies Trust
Person Specification**

Post Title: **Classroom Supervisor – Sir Christopher Hatton Academy**

Grade: NJC Scale Point 7 - 11

Education and Qualifications

| Essential Criteria | Desirable Criteria |
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| GCSE (or equivalent) in English and Maths | Level 3 or above qualification |
| Good ICT skills, including Microsoft Office, Word, Excel, Powerpoint | Future ambition to become a teacher |
| First aid qualification (or the willingness to train) | |

Knowledge/Skills

| Essential Criteria | Desirable Criteria |
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| Be confident to deliver potentially unfamiliar subject content to a wide range of age and abilities. | Previous experience of working in a school environment would be an advantage |
| Pupil behaviour management skills. | Experience of working with teenagers in a social environment (eg club, church, cadets) would be an advantage. |
| Well organised with good time management skills. | |
| Reliable in order to maintain the consistency of expectations and standards. | |
| Flexible and responsive – able to address potentially challenging situations by problem-solving and negotiation. | |

Attitude

| Essential Criteria | Desirable Criteria |
|---|---------------------------|
| Be adaptable to quickly changing situations. | |
| Excellent interpersonal skills with the ability to deal effectively with conflict and difficult situations. | |
| Able to work using own initiative, be pro-active and work as a part of a team. | |
| The ability to establish positive working relationships with all pupils and staff. | |

Hatton Academies Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment

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| Commitment to deliver a first class service to the Academy. | |
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| Willingness to undertake training and personal development. | |
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| Must be suitable to work with children. | |
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