

Person Specification for Cover Supervisor

	Essential	Desirable	Assessed via		
Qualifications:					
Graduate		✓	Application form - certificates checked at interview Application form - certificates checked at interview Application Form		
GCSE pass (or equivalent) in English, maths and ICT)	✓				
Qualifications relating Special Educational Needs such as Level three in Teaching and Learning	✓				
Experience:					
Knowledge of Further Education or SEN curriculum	✓		Application form		
Experience leading/covering the learning of young adults who have severe Learning Difficulties, Autism or Profound and Multiple Learning Difficulties	✓		Application form		
Evidence of further professional study in issues related to special education.	✓		Application Form Task		
Able to use a range of augmented communication methods e.g. Intensive interaction, Makaton, body signing, switches etc.	✓		Application Form		
Experience working with a multi-professional team including therapy team	✓		Interview		
Experience of leading a classroom team and deploying classroom assistants to support student learning	✓		Task		
Clear communicator both verbally and in writing. Able to speak and write in grammatically correct English.	✓		Interview/ Task		
Familiar with a range of assessment methods as a basis for planning programmes for progress.	✓		Application Form		
Excellent ICT skills.	✓		Interview		
Personal Qualities:					
Able to communicate with students as young adults			Task		
Positive attitude to college development and able to contribute own ideas and solutions to issues.	✓		Interview		
Sense of humour, confident, and resilient	✓		Reference		
Highly organised and able to manage own workload and meet deadlines.	✓		Reference		
Calm, and able to deal with challenging situations as these arise.	✓		Interview		
Sensitivity to the needs of pupils who have disabilities and the challenges encountered by their families.	✓		Reference		
Excellent attendance record		✓	Application Form		
Ability to speak another language		✓	Application form ✓		
Experience driving minibuses/willingness to learn to do so		✓	Interview		

