

MAGDALEN COLLEGE SCHOOL

**PASTORAL SUPPORT ASSISTANT
PERSON SPECIFICATION**

| ESSENTIAL QUALITIES | DESIRABLE QUALITIES |
|---|--|
| Educated to GCSE standard including good grades at GCSE maths and English | Further or Higher Education qualifications |
| Experience of working with young people | Experience of working in mainstream education with students aged 16-19 |
| An ability to communicate well with all staff and students | An awareness of the 16-19 curriculum experience |
| Self motivation and the ability to take the initiative | First Aid Qualifications |
| Empathy and good listening skills | |
| An ability to deal sensitively and patiently with students and to treat them with respect | |
| An ability to deal in a positive way with students with challenging behaviour and/or emotional difficulties | |
| A commitment to inclusive and comprehensive education | |
| Good written and verbal communication | |
| A patient, calm, sensitive and flexible approach to working with students ,staff and parents | |
| A commitment to provide the best possible support for students of all ages and abilities | |
| An ability to work as part of a team and independently | |
| Proficient skills in using spreadsheet and in word processing | |
| A hard working approach | |