

'Helping every person achieve things they never thought they could'

PERSON SPECIFICATION

Job Title	LEARNING LEADER		
QUALIFICATIONS	ESSENTIAL	DESIRABLE	
Level 2 qualification in English and maths or equivalent	✓		
Willingness and ability to obtain and/or enhance qualifications and training for development in the post	✓		

EXPERIENCE	ESSENTIAL	DESIRABLE	
Experience of working in a school environment	✓		
Experience and knowledge of issues affecting students and young people and to offer supportive assistance	✓		
Experience of working with other agencies that are able to support students with specific vulnerabilities and how to access this support	✓		
Experience of the Common Assessment Framework (CAF) and its use to support families and students		✓	
SKILLS	ESSENTIAL	DESIRABLE	
Ability to effectively communicate with a wide range of audiences, verbally and in writing	✓		
Ability to respect and maintain confidentiality	✓		
Ability to use standard ICT packages including Microsoft Office	✓		
Ability to work well under pressure and manage competing deadlines	✓		
Ability to relate to students in a sympathetic manner and to recognise potential child safeguarding issues	✓		
Understanding of school child safeguarding procedures		✓	

Date Person Specification prepared/updated	July 2025
Person Specification prepared by	HR

