

## THE BISHOP OF WINCHESTER ACADEMY

### Person Specification- Cover Supervisor

#### Ethos

##### *Essential*

- Support the sponsors' vision, Christian Ethos and values that are embedded in the day-to-day and long-term running of the academy.
- Each post holder must share the commitment of the sponsors' principles and values of honesty, respect, hospitality, compassion, love, forgiveness, self-discipline, creativity and hope.
- All academy post-holders are expected to contribute to the development of young people and the community

#### Education, Training and Qualifications

##### *Essential*

- GCSE mathematics and English at grade C or above, or equivalent.

##### *Preferred*

- NVQ Level 3 or equivalent

#### Skills and Abilities

##### *Essential*

- Ability to use ICT effectively to support learning
- Ability to use ICT to assist in organisation of lessons
- Ability to maintain order and discipline in a classroom
- Ability to stay calm under pressure
- Ability to organised well
- Ability to communicate effectively, both orally and in writing
- Ability to prioritise workload
- Able to be flexible
- Able to work with a variety of staff
- Able to work constructively as part of a team, understanding classroom roles and own position within these

#### Specialist Knowledge

##### *Desirable*

- Knowledge of SIMS (Management Information System)

#### Experience

##### *Essential*

- A minimum of two years experience of working in a school environment
- Understanding of the principles of child development and learning processes

#### *Other*

##### *Essential*

- Fully committed to the academy's Equal Opportunities Policy