

**ST GEORGE’S CATHOLIC SCHOOL**

**Pastoral Lead - Person Specification**

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| **Criteria** | **Essential** | **Desirable** |
| **Professional qualifications** | * Educated to at least NVQ Level 3 with competency in literacy and numeracy. | * NVQ Level 3 qualification in Children and Education or equivalent. * Current level 2 safeguarding training. * Trained in delivering interventions to primary age children, e.g. Lego therapy. * Trained in delivering parent workshops, e.g. TINK. |
| **Professional experience** | * Experience of working with families and children in challenging circumstances. * Experience of working in or with schools. * Experience of providing various types of family support, both at home and school. * Experience of multi-agency working. * Experience of developing positive working relationships. * Experience of completing EHA’s using the relevant supporting documents, e.g. effective support for children and families in Somerset. * Experience of working with primary age children, delivering interventions to support additional needs, including SEMH needs. * Experience of running parent events, e.g. coffee mornings. | * Experience of planning, monitoring and evaluating services, reflecting on what has been successful and what needs to change. * Experience of CAF process. * Knowledge of the local community and local schools. * Experience of counselling. * Experience of working with EAL children and families. * Experience of engaging hard to reach families. |
| **Professional knowledge** | * Knowledge of child growth and development, particularly for children of school age. * Knowledge of strategies to support parents with parenting difficulties they may be experiencing. * Secure understanding of safeguarding documents and policies, e.g. KCSIE * Knowledge of Pupil Premium and the effective monitoring of pupils who are eligible. * Knowledge of the services available in the local area and the ability to signpost families to this support. | * Knowledge of special education needs. * Knowledge of school legislation and practice with regard to behaviour and attendance. * Knowledge of mental health needs and strategies to support. * Understanding of the benefit system and the support available to families. * Trauma based understanding of behaviour and available interventions, e.g. Thrive. |
| **Catholicity** | * Supportive of the Catholic ethos of the school. | * Practicing Catholic |
| **Skills and abilities** | * Holding challenging conversations in a non-judgmental way, focusing on the best outcome for children and families. * Ability to identify barriers to family engagement with education. * Ability to put professional boundaries in place. * Ability to work independently taking responsibility for decisions within agreed good practice boundaries (including information sharing) * Ability to analyse results and impact of interventions. * Self-motivated and able to work flexibly, responding to changing demands, managing time effectively. * Genuinely care for the well-being of children, parents and families. * Proactive listening, communication and observation skills with groups and individuals in diverse contexts. * Strong organisational abilities and accurate record keeping skills. * Excellent time management and able to prioritise and ever-changing workload effectively. * A commitment to involving and empowering parents to support their children’s education. * A willingness to attend school events, including parents evening and new parent meetings. * A willingness to carry out home visits. * Excellent verbal and written communication skills. * Desire to continually develop knowledge and skills base. * Excellent ICT skills and the ability to keep accurate and succinct meeting notes. * Good sense of humour and ability to professionally emotionally detach from difficult situations. |  |
| **Other** | * Full clean driving license and own transport. * Willingness and availability to work flexibly over the week and during the school holidays. |  |