

CHESHIRE WEST AND CHESTER COUNCIL

PERSON SPECIFICATION

**IMPORTANT**

**THE REHABILITATION OF OFFENDERS ACT**

The provisions of the Rehabilitation of Offenders Act relating to the non-disclosure of spent convictions do not apply to this job, **YOU MUST, THEREFORE, DISCLOSE WHETHER YOU HAVE ANY PREVIOUS CONVICTIONS ON THE BACK PAGE OF THE APPLICATION FORM.**

If successful, you will also be required to apply for a Criminal Record Check from the Disclosure and Barring Service. The level of check required for this job is an Enhanced Disclosure. Further information is contained in the Further Details document enclosed.

**JOB TITLE: Education Transition Worker**

**EVALUATION REFERENCE: AAAG6723**

**GRADE: 7**

**RESPONSIBLE TO: Deputy Head Teacher / SENDCo**

Information for Candidates: The person specification provides an outline of the experience, skills and abilities we expect the successful candidate to possess. You should match your skills, experience and abilities to those listed below. Tell us in what way you have carried out the criteria asked for. Disabled people will be offered an interview where they meet the Essential Criteria alone.

	Methods of assessment: AF= Application Form I=Interview
<b>Knowledge and Skills</b>	<b>How Assessed</b>
<b>1. Skills and Abilities [ Essential]</b>	
Ability to communicate effectively with a range of people both orally and in writing	I
Utilises trauma informed practice aligned to 'Our Ways of Working'	I
Excellent organisational skills, self-motivated, adaptable, enthusiastic and able to advocate for young people	I
Confident user of IT as a work tool	AF
Good interpersonal skills including ability to work effectively with a range of people and agencies	I
Ability to work collaboratively	AF, I
Commitment to inclusion	AF, I
Ability to be a team player, negotiate and handle difficult situations sensitively and decisively	AF, I
<b>2. Knowledge [Essential] – Ability to demonstrate appropriate knowledge of:</b>	
Safeguarding procedures for children and young people.	I
Inclusive approaches to raise attendance, attainment and achievement.	AF, I
<b>3. Experience [Essential] – Ability to demonstrate appropriate experience of:</b>	

Successful collaborative and partnership working with school staff, parents and partner agencies	AF, I
<b>4. Experience [Desirable]</b>	
Carrying out assessments with pupils e.g. PASS, GOAL	AF, I
Experience of working with vulnerable young people with a range of mental health issues/SEN.	AF, I
Providing appropriate support and Information, Advice and Guidance to young people around careers and next steps	AF, I
Facilitating successful sustainable reintegration of pupils and reviewing outcomes	AF, I
Understanding of school practices and procedures which impact on children	AF, I
Experience of and ability to deliver intervention strategies	AF, I
<b>5. Qualifications and Professional Development [Essential]</b>	
Grades C and above in GCSE English, Maths and Science	AF
Basic Safeguarding Training and willingness to undertake Level 3 Safeguarding training	AF, I
Evidence of recent professional development relevant to working with vulnerable young people and those who have behaviours that challenge <b>[Desirable]</b>	AF, I
Qualifications and experience related to careers advice and guidance <b>[Desirable]</b>	AF
Hold a full driving licence <b>[Desirable]</b>	AF
<b>6. Equality [Essential]</b>	
Awareness of and commitment to equality of opportunity	AF, I

Cheshire West & Chester Council is committed to supporting people with disabilities and will make reasonable adjustments to these requirements where this enables a disabled person to do the job effectively.