

**THE FOREST SCHOOL
HEAD OF HOUSE - PERSON SPECIFICATION**

CATEGORY	ESSENTIAL	DESIRABLE	ASSESSED THROUGH:
Qualifications	<ul style="list-style-type: none"> • Good standard of education across a range of subjects • GCSE English or equivalent 	<ul style="list-style-type: none"> • A levels or equivalent • Evidence of further training beyond A Levels 	Application Form
Experience	<ul style="list-style-type: none"> • Working with young people • Liaison and/or mediation with a wide range of people • Clear understanding of pastoral issues within education 	<ul style="list-style-type: none"> • Working with challenging and/or disaffected young people 	Application Form Interview

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<p>Skills and abilities</p>	<ul style="list-style-type: none"> • Able to work as a member of a team and lead others in a positive, proactive and supportive way • Able to work with colleagues, students, outside agencies and parents with a high level of professionalism • Committed to enabling all students to achieve high standards • Able to make presentations to a variety of audiences • Excellent written and verbal communication and presentation • Excellent negotiation and organisation along with the ability to multi-task and work under pressure • Able to manage conflict and deal positively with challenging behaviour • Able to build a positive House ethos • Able to challenge poor performance in others • Capacity to learn new skills, take the initiative and generate ideas with the minimum of supervision • Instigate, lead and manage change 	<ul style="list-style-type: none"> • Committed to further developing skills through CPD / training etc. • Proven ICT Skills 	<p>Letter of support</p> <p>Interview</p>
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<p>Personal qualities</p>	<ul style="list-style-type: none"> • Likes young people and enjoys being with them • Able to inspire and motivate people from a range of backgrounds • Shows an understanding of and sympathy for the needs of students from different abilities, age ranges and social backgrounds • Friendly and relentlessly cheerful • Excellent interpersonal skills • Flexible and hard-working with a good sense of humour • Has high expectations of self and others and encourages excellence • Reliable, punctual and responsible, with a commitment to maintaining confidentiality and handling sensitive matters with discretion • Puts a high value on treating others with respect and courtesy • Able to display and use initiative • Self-motivated, energetic and enthusiastic • Works calmly and effectively under pressure 	<ul style="list-style-type: none"> • A willing contributor to the development of the school 	<p>Letter of support</p> <p>Interview</p>
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