

Person Specification
Houseparent, July 2023

Requirements	Essential	Desirable
Qualifications	First aid at work qualification and/or willingness to obtain one.	Educated to Degree level BSA qualification desirable or willingness to work towards obtaining one.
Knowledge	Have a good awareness of 'Keeping Children Safe' and Safeguarding policy/processes. Have a good awareness and understanding of the National Minimum Standards for Boarding and ISI regulations and how they apply to the day to day running of boarding.	
Experience	Prior experience of working in boarding and pastoral.	Ability to teach English as an Additional Language would be desirable
Skills and Aptitudes required	Strong IT capabilities to include Outlook, Word, Excel and database packages. Proven ability to build appropriate relationships with students and staff and be able to have a positive impact on the Boarding community. The ability to lead students and staff calmly when under pressure. Strong leadership and organisational skills. The ability to understand and implement key policies and procedures. An understanding of budgets and costings.	An awareness of different cultures and how diversity in a boarding house may be promoted. Ability to drive a minibus or school people carrier would be desirable. The ability to run an extra-curricular activity.
Personal Qualities required	A willingness to get involved in all aspects of the life of the School. Excellent presentation skills.	

	<p>Planning & organising skills.</p> <p>Initiative.</p> <p>Emotional resilience.</p> <p>High levels of energy and enthusiasm.</p> <p>High level communication and interpersonal skills with the ability to work with a wide range of stakeholders.</p> <p>Work well as part of a team.</p> <p>Flexible & Adaptable in terms of duties and hours.</p> <p>Sense of fun and willingness to share ideas and inspire young people.</p>	
--	---	--