

Emotional Literacy Support Assistant and Family Support Worker Person Specification



FACTOR	ESSENTIAL	DESIRABLE	ASCERTAINED BY
QUALIFICATIONS	<ul style="list-style-type: none"> • GCSE Maths & English 	<ul style="list-style-type: none"> • ELSA trained • TAF trained • Knowledge / experience of leading PEPs • Safeguarding qualification • Any appropriate counselling qualifications 	<ul style="list-style-type: none"> • Application Form • Documentary Evidence • References • Interview
COMPETENCE, ABILITY, SKILLS AND ATTRIBUTES	<ul style="list-style-type: none"> • Willingness to lead on Emotional Literacy support across the school • Willingness to lead on TAFs across the school • Willingness to lead on PEPs across the school • Demonstrate positivity, resilience and good humour at all times • Experience of success in working with children / young people and their families in a paid or voluntary capacity • Empathetic, caring, understanding and non-judgmental • Ability to develop respectful relationships with children, young people and their families • Excellent verbal communication skills • Able to think creatively and to problem solve • Ability to make independent judgements and act on own initiative within agreed limits 	<ul style="list-style-type: none"> • Sound knowledge and understanding of child development and the needs of children • Evidence of success in working with vulnerable children and their families 	<ul style="list-style-type: none"> • Application Form • References

	<ul style="list-style-type: none"> • Good organisational and time keeping skills • Ability to maintain accurate written records • Awareness of the impact of family, social and environmental factors on the daily life and long term life chances of children and young people • Understanding of how to keep children safe • Commitment to maintain appropriate confidentiality • To be able to work collaboratively with external agencies • Holder of a full current driving licence • To be committed to raising the levels of achievement of children of all abilities • Able to work as part of a team • Ability to support people in distress/crisis • Ability to liaise effectively with a range of colleagues and professionals 		
SPECIAL REQUIREMENTS	<ul style="list-style-type: none"> • An Enhanced Criminal Records Bureau clearance is essential 		<ul style="list-style-type: none"> • Documentary Evidence