**St Maria Goretti Catholic Primary School**

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| **Person Specification For** |
| **Personal Attributes** | **Essential (E)****or****desirable (D)** | **To be identified by:****(e.g. application form,****interview, reference etc)** |
| **Qualifications**Recognised and relevant NVQ Level 3 qualification or equivalentGCSE or equivalent qualification in English/Literacy and Mathematics/NumeracyRelevant social work/family support work qualification | EED | AF/IAF/IAF/I |
| **Experience**Experience of working with children across the primary age rangeExperience of engaging, supporting and working with vulnerable families, securing engagement Experience of effective multi-agency workingExperience of administrative work Experience of working in a team, supporting each other to achieve shared objectivesExperience of supporting multi-agency meetings and developing and implementing support plans | EEEEEE | AF/IAF/IAF/IAF/IAF/IAF/I |
| **Knowledge, skills and abilities** |  |  |
| Ability to relate well to children Ability to work as part of a teamGood communication skillsAbility to relate well to parents/carersAbility to build a trusting relationship with the parents and familiesAbility to demonstrate empathy, resilience and persistence in working with families who are facing complex challenges and may be reluctant to engage with servicesDeal with difficult situations and individuals in a calm,fair but effective manner.Time management skillsOrganisational skillsAdministrative skillsFlexible attitude to work | EEEEEEEEEE | AF/I/RAF/I/RAF/I/RAF/I/RAF/I/RAF/I/RAF/I/RAF/I/RAF/I/RAF/I/R |
| **Other**Commitment to undertake in-service developmentCommitment to safeguarding and protecting the welfare of children and young children | EE | AF/I/RAF/I/R |
| **Special Requirements**Knowledge of multi-agency referralsKnowledge of Early Help (formerly CAF/TAF) proceduresKnowledge of good parenting and the risk factors that can impact on childrenAbility to collate, organise, record chronology of pupil welfare and confidential filesEssential car userKnowledge of C-Poms | EEEEED | AF/I/RAF/I/RAF/I/RAF/I/RAF/I/RAF/I/R |