The person specification outlines the main criteria for the post and short listing will be based on the following criteria.   
Please ensure that your supporting statement clearly shows how you meet the criteria using experience gained either in paid or voluntary work.

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| **Criteria** | **Criteria**  **E= Essential  D= Desirable** | **Measured by A=Application**  **I=interview** |
| **Qualifications**   * Holds a recognised qualification in counselling or therapy | E | A |
| * Holds a recognised membership of a relevant professional body(BACP/ PTUK/ UKCP/NCS/BPS) | E | A |
| **Experience**   * Post qualified experience in a clinical role and an understanding of children, young people and schools | E | A/I |
| * A clear understanding of child protection policy and procedures and commitment to safeguarding of children and vulnerable adults | E | I |
| * Demonstrates knowledge of the school environment | E | I |
| * Demonstrates a clear understanding of the needs of service users and stakeholders | E | I |
| **Skills and Behaviours** | | |
| **Clinical**   * Demonstrates understanding of a range of therapeutic models | E | I |
| * Demonstrates understanding of working with children who require or would benefit from emotional and therapeutic support and experience of the school environment | E | A/I |
| * Demonstrates a clear vision of what the school requires of its staff and models behaviours aligned to the school and BACP framework | E | I |
| * Willingness to undertake clinical assessments with parents, carers and school staff based on child’s needs | E | I |
| * Ability to complete assessment and formulation and hold regular reviews of clinical work | E | I |
| * Manage and account for overall clinical caseload – information governance GDPR | E | I |
| * Takes an active approach to self-development and shows a commitment to continuous professional learning | E | A/I |
| * Ability to identify appropriate clinical interventions based on assessed need | E | I |

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| **Safeguarding**   * Is pro-active in reporting safeguarding issues and concerns with regards to children and vulnerable adults, to school in accordance with the school’s policy | E | I |
| * Continues to keep up-to-date with safeguarding policy and developments | E | A |
| **Line Management and Supervision**   * Willingness to take active part in line management with your line manager | E | I |
| * Develops an understanding of how to manage an active caseload of one-to-one work | E | I |
| * Seeks to continually improve quality of service provision in all areas | E | I |
| * Meets the expectations of the school, understands the need for efficiency and timelines in delivery | E | I |
| * Displays effective, well-organised management of caseload and input on appropriate systems | E | I |
| * Is able to motivate and support the development of others through coaching and showing enthusiasm and resilience in finding solutions to challenging situations | D | I |
| **Relationships**   * Builds relationships through effective communication with all stakeholders within the school | E | I |
| * Demonstrates a clear understanding of the needs of service users and stakeholders and how services can support these needs and resolves problems as they arise | E | I |
| * Shows passion for the school’s vision, mission and values and understands how these underpin its ethos | E | A/I |
| * Establishes and sustains positive working relationship with school staff, children, parents and carers | E | I |
| * Understanding the role of SENCO and pastoral leads to work collaboratively sharing updates of children referred | D | I |

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| **Reporting and Evaluation**   * Develops and exhibits an understanding of systems for reporting | E | I |
| * Gathers and evaluates an appropriate range of data to support clinical delivery of intervention | E | I |
| * Demonstrates an ability to begin to use data and analysis to produce useful reports on a regular and ad hoc basis | E | A/I |
| **Communications**   * Communicates effectively and appropriately with Line Manager, particularly highlighting any concerns or issues that require resolution | E | I |
| * Demonstrates accuracy in all communications | E | A/I |
| * Shares information, good practice and skills with the staff team when required | E | I |
| * Excellent presentation skills | E | I |
| **IT**   * Demonstrates competency in using Microsoft Office and Internet | E | A/I |