



Liverpool College

Person Specification

Post Title: Cover Supervisor

Characteristics	Essential	Desirable	Evidence
EXPERIENCE	<ul style="list-style-type: none"> • Experience of working effectively with young people • Knowledge of and commitment to educational inclusion, anti-racism and equity. 	<ul style="list-style-type: none"> • Teaching experience • Cover Supervisor experience 	A, I
QUALIFICATIONS & TRAINING	<ul style="list-style-type: none"> • GCSE Grade C (or equivalent) in English & Maths 	<ul style="list-style-type: none"> • Qualified Teacher Status • NVQ Level 3 in relevant field or A Levels 	A
APTITUDES AND ABILITIES	<ul style="list-style-type: none"> • Excellent interpersonal and communication skills • Good IT skills • Good time management • Good organisational & administrative skills • Enthusiastic & self-motivated • Willing to undertake further training to fulfil job role • Ability to use one's own initiative • Work well within a team and independently 	<ul style="list-style-type: none"> • Knowledge of Health & Safety regulations • Knowledge of how to use Bromcom 	A, I, R
DISPOSITION ATTITUDE/MOTIVATION	<ul style="list-style-type: none"> • Patient • Diplomatic • Reliable • Conscientious • Consistent • Flexible 		A, R, I

A-Application

I-Interview

R-Reference