



### Person Specification

<b>JOB TITLE:</b>	<b>PE and School Sport Officer</b>
<b>DATE:</b>	<b>February 2019</b>
<b>STATUS:</b>	<b>FINAL</b>

<b>CRITERIA</b>	<b>Essential/ Desirable</b>	<b>Application</b>	<b>Tasks</b>	<b>Interview</b>	<b>Vetting Checks</b>
<b>Knowledge and qualifications</b>					
1. Good standard of literacy, numeracy and IT skills	E	✓			
2. First Aid Qualification	D	✓			
3. Educated to Degree Level	D	✓			
4. Additional Level 1 or Level 2 NGB coaching Qualification	D	✓			
5. AfPE Qualification	D	✓			
6. Qualified Teacher Status	D	✓			
7. NGB Level 2 Coaching Qualification or specialism in Dance	E	✓			
<b>Experience</b>					
8. Experience of managing and delivering activity programmes and events	E	✓		✓	
9. Experience of planning, delivering and evaluating activity sessions for young people.	E	✓		✓	
<b>Skills and competencies</b>					
10. Ability to safeguard and promote the welfare of children including motivation to work with children, forming and maintaining appropriate relationships and personal boundaries with children and young people, emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline	E	✓		✓	

11. Ability to work with minimal supervision, manage a varied workload and to tight deadlines	E	✓		✓	
12. Ability to work as part of a team; being hands on wherever necessary	E	✓		✓	
13. Ability to remain calm under pressure and to make operational decisions	E	✓		✓	
14. Self-motivated with the ability to motivate and enthuse teaching staff, young people, other coaches and sports leaders.	E	✓		✓	
15. Demonstrate good interpersonal skills with colleagues, contractors and customers	E	✓		✓	
16. Ability to deliver high quality physical activity sessions based upon the needs of young people.	E	✓		✓	
<b>Other</b>					
17. No disclosure about criminal convictions, barring or misconduct that is considered to make the candidate unsuitable for this particular role	E				✓
18. Commitment to Continuous Professional Development	E	✓			
19. Full Driving Licence and use of a vehicle	D				✓
20. Physical fitness appropriate for the post which will include setting up sports equipment	E	✓			
21. Embraces and displays the NEAT values: aspirational, collaborative, inclusive, innovative, has integrity, responsible	E	✓		✓	✓