## SPECIAL EDUCATIONAL NEEDS COORDINATOR PERSON SPECIFICATION



	Essential Attributes
Qualifications and General Experience	<ul> <li>✓ Qualified Teacher Status</li> <li>✓ Commitment to the outstanding education of young children</li> <li>✓ Experience of working in across the primary age range</li> <li>✓ Desire to work at a Senior Leadership level</li> <li>✓ Evidence of continued and progressive professional development</li> <li>✓ Proven excellent classroom practitioner</li> <li>✓ Commitment to Equal Opportunities, Diversity and Inclusion for all</li> </ul>
Leadership and Vision	<ul> <li>✓ Clear understanding of the issues involved in working in an infant school community</li> <li>✓ Clear understanding and willingness to lead on any necessary change</li> <li>✓ Already be a team leader or have the ability to learn the essential aspects of being effective in this role</li> <li>✓ Knowledge and understanding of assessment issues and implications</li> <li>✓ Understanding of current educational legislation and its impact on schools</li> <li>✓ Confidence to successfully line manage a large team</li> <li>✓ The understanding of the vital role of Continuing Professional Development</li> <li>✓ Understanding of the role of vision in enhancing school improvement</li> <li>✓ Knowledge of monitoring processes</li> </ul>
Professional Skills	<ul> <li>✓ Strong interpersonal skills, both as an effective leader and a member of a team</li> <li>✓ Ability to communicate effectively orally and in writing with a range of audiences</li> <li>✓ Ability to exercise sound professional judgment and act accordingly</li> <li>✓ Positive approach to challenge and change</li> </ul>

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Personal Qualities	✓ Confidence
	✓ Enthusiasm
	✓ Flexibility
	✓ Stamina
	✓ Creativity
	✓ Ability to use ICT
	√ Good time management skills
	✓ Ability to be reflective and self critical
	✓ Excellent punctuality and attendance
	✓ Ability to value everyone in the school
	✓ Well developed sense of humour and perspective