

Person Specification

Role	Specialist Emmaus Support Communication Support Worker	Last Reviewed	March 2025
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Importance of a Person Specification

When shortlisting, the below criteria will be assessed as either *Essential (E)* or *Desirable (D)*.

These criteria are reviewed throughout the selection process and will be considered if there is evidence in your *Application Form (AF)*, your *Supporting Statement (SS)* or if we further our criteria seeking at the *interview stage (I)*. Your application form therefore needs to identify and provide some examples of how and why you feel you can demonstrate some or all of the criteria below.

JE	Criteria	Essential	How Assessed
	Personal Qualities		
I12	Ability to take own initiative and prioritise own workload with little or no supervision	E	AF/SS
IC4	Excellent interpersonal skills	E	AF/SS
	Ability to work as part of a team and individually	E	AF
M3	Good ability to maintain concentrated sensory attention including listening and counselling for large periods of time	E	I
	Knowledge & Skills		
K3	Ability to apply complex knowledge of procedures and systems and the operation of equipment to perform tasks	E	AF/SS
IC4	A proven track record of effective working with a variety of stakeholders	D	AF/SS
	Ability to sign BSL to Level 2/3	E/D	I
	Awareness of the inclusion of children and young people with Hearing Impairment/DEAF. Work with setting staff to improve the outcomes for children and young people with Hearing Impairment/DEAF	E	AF/SS
K3	Good literacy and numeracy skills required	E	AF/SS
	Technical		
AS3	Basic analytical skills and the ability to identify problems	E	AF/SS/I
	Ability to deliver a programme of work/training/strategies to support child/young person with Hearing Impairment/DEAF	E	AF/SS
	Experience		
RP1	Experience in handling or processing information with accuracy, security and confidentiality with normal levels of care	E	AF/SS

ED3	Experience of working in a position which regularly required you to manage information in relation to safeguarding issues	E	AF/SS
	An understanding of the diverse learning and social needs of young people particularly with social communication difficulties, taking into account their needs and well-being	D	AF/SS/I
	Previous Learning Support Experience	D	AF/SS
Qualifications			
	5 A*-C Grades GCSE including English and Math's	E	AF
	NVQ L2/L3	D	AF
	HTLA qualification	D	AF
Service			
	A commitment to working for the benefit of others	E	SS / I
	A commitment to working within the expectation outlined in the Catholic purpose of all job descriptions	E	SS / I