



Stockport School

Person Specification

Post Title: **Caretaker/Community Hire Supervisor**

<u>Attributes</u>	<u>Essential</u>	<u>Desirable</u>	<u>How Identified</u>
<u>Relevant Experience, Education and Training</u>	Strong literacy and numeracy skills/qualifications Good ICT skills for word processing, managing software, email communication, and for accessing and managing bookings Experience and/or strong interest of caretaking and/or buildings maintenance or security Common sense understanding and ability to effectively problem solve Good understanding of health & safety and sensible practice Experience of supervising and supporting children or adults in a school, sporting and/or recreational environment Evidence of continuous professional development Willingness to undertake additional qualifications and training relevant to the role	Strong GCSE passes in English, mathematics, and/or A Level passes (or equivalent) in other subject areas Qualification relating to Physical Education, sport or leisure Mentoring and/or academic sports coaching/tutoring/teaching of children Safeguarding and child protection training/qualifications First Aid certificate	Application form / Interview
<u>Special Knowledge and Skills</u>	Provides services which have been designed to meet customer needs and expectations and which conform to the highest professional standards Ability to communicate strongly and confidently in oral and written format with stakeholders Effective people management skills to promote a consistent and positive culture of high expectation and standards Highly organised, with great attention to detail Able to organise and prioritise workload and meet predetermined deadlines Able to accept and promote new ideas Commitment to safeguarding and child protection	Knowledge of sports coaching or leisure industry Knowledge of Health and Safety legislation Awareness and understanding of the importance of School policies and procedures Awareness of confidentiality issues linked to work role	Application form / Interview

<u>Any Additional Factors</u>	Ability to maintain positive and purposeful professional relationships with all stakeholders Ability to take responsibility and act upon own professional initiative to problem solve as and when required Ability to work effectively and productively individually and within a team Ability to work under pressure Excellent interpersonal skills Dedication to role and towards supporting the best interests of the customer and the school Ability to prepare and maintain sports equipment and facilities, including the lifting, carrying or movement of some heavy items Honesty and professional integrity Reliability, perseverance and resilience towards supporting the role Demonstrates role model status of high standards and expectation Ability, flexibility and willingness to take on other reasonable responsibilities or duties as deemed necessary.	Willingness to attend additional training courses relevant to the role Commitment towards further professional development Demonstrates an inclusive approach for all encouraging and creating opportunity for widespread participation and engagement Understand and be able to demonstrate a commitment to Equal Opportunities and Diversity Sense of humour and a positive outlook	Application form / Interview
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Date: August 2026