

HARRIS ACADEMY FALCONWOOD JOB DESCRIPTION

Job Title: Cover Supervisor

Main duties include:

1. Supervision of whole classes and groups.
2. To work under the guidance of teaching staff.
3. To supervise and deliver pre-set work programmes.
4. Managing student behaviour.
5. Respond to student's questions.
6. To assist student's to undertake set activities as appropriate.
7. Report back as necessary.
8. Deal with immediate problems

Person Specification

Qualifications	<ul style="list-style-type: none"> • Very good numeracy/literacy skills. • A good standard of education.
Experience	<ul style="list-style-type: none"> • Experience working with children of relevant age. • Proven behaviour/classroom management experience and skills.
Knowledge and Skills	<ul style="list-style-type: none"> • Confident to stand in front of a class and deliver pre-set work. • Working knowledge of national curriculum and other relevant learning programmes/strategies. • Understanding of principles of child development and learning processes. • Ability to self-evaluate learning needs and actively seek learning opportunities. • Ability to relate well to children and adults. • Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these. • Effective use of ICT to support learning. • Use of other equipment technology – video, photocopier.