

## Ravenswood School Person Specification - CIAG Lead

Attributes	Essential	Desirable
Qualifications	<p>3 or more GCSE at A-C/ 9-4 level including English and Maths (or equivalent)</p> <p>A willingness to complete Level 6 Careers Guidance qualification</p>	<p>Level 6 Careers Guidance (or similar) qualification</p> <p>Willingness to complete MiDAS minibus training</p>
Experience	<p>Experience working with children/ young adults</p> <p>Experience coaching and supporting young people to express their dreams.</p> <p>Experience leading/ teaching small group learning.</p> <p>Experience completing application forms on behalf of others.</p> <p>Experience of Person-Centred Planning</p>	<p>Experience working with children/ young adults with special educational needs and/or disability</p> <p>Experience running career interviews.</p> <p>Experience in Compass+, SIMS.</p> <p>Experience delivering careers education including ASDAN Employability/ Personal progress.</p> <p>Experience of UCAS application system</p>
Knowledge	<p>Knowledge of the Gatsby Benchmark and Baker's Clause.</p> <p>Knowledge of college, work and apprenticeship options at Post 16 onwards.</p>	<p>Knowledge of work experience health and safety regulations.</p> <p>Knowledge of ASDAN employability/ Personal Progress.</p>
Professional skills	<p>Competence in adapting language to meet the needs of a child/ young person with SEND.</p> <p>Competence in presenting information to others through verbal, written or presentations.</p> <p>Ability to structure a learning sequence of activities for a child with SEND.</p> <p>Ability to liaise with local employers effectively and maintain working relationships with these.</p>	<p>Competence in using symbols as a communication aid</p> <p>Experience presenting to a range of stakeholders.</p> <p>Ability to effectively negotiate with prospective employers.</p>
Personal Characteristics	<p>Calm, personality with a sense of humour.</p> <p>Professional attitude when attending to routine and unexpected situations.</p>	