



Person Specification

Job Title: Education Welfare Officer

	Essential	Desirable
Qualifications		
First degree or NVQ level 4 in social work, teaching, counseling, psychology or youth and community work or other area related to work with children or equivalent experience as determined by the Principal	✓	
Post qualifying training in social work, counseling or other professional development areas relevant to working with families/parents/children and young people.		✓
Training in child safeguarding		✓
Willingness and ability to obtain and/or enhance qualifications and training for development in the post.	✓	
Experience		
Experience of using a social work or counseling approach to working with parents and children	✓	
Record keeping	✓	
Report writing	✓	
Experience of working in the education system and in multi-agency settings		✓
Skills		
Knowledge of: school systems pastoral systems approaches to working with parents of disaffected students positive approaches to empowering and enabling students and parents/carers to help themselves	✓	
Highly developed verbal and written communication skills	✓	

Ability to undertake assessments and write reports to a high standard	✓	
Knowledge of the legislative framework that underpins the work of supporting families and schools, including attendance and behavior		✓
Knowledge of safeguarding principles and legislation		✓
Good organizational skills and ability to prioritise own workload		✓
Negotiation skills		✓
Other		
Commitment to anti-discriminatory practice	✓	
Articulate and confident	✓	
Ability to work individually or as part of a team		✓
Assessed and advised by Health and Well Being	✓	
Satisfactory DBS check	✓	