



Person Specification

Job Title

Positive Behaviour Support Coordinator

Qualifications		✓
Essential		
<ul style="list-style-type: none"> Have or be willing to work towards Maths and English Functional Skills at Level 2 or GCSE Grade C in an agreed timeframe 		A/I
Desirable		
<ul style="list-style-type: none"> Be willing to be an internal trainer in Positive Behaviour Support/NAPPI UK training 		A/I
Key skills		
Essential		
<ul style="list-style-type: none"> IT literate and ability to keep accurate, legible records Excellent organisational and own time management skills Trained at NAPPI Level 3 Confidence in managing crisis situations and working under pressure 		A/I A/I A/I A/I
Desirable		
<ul style="list-style-type: none"> Ability to write MCA assessments 		
Experience		
Essential		
<ul style="list-style-type: none"> Experience in the writing of positive behaviour support plans and reports Experience of working in a multidisciplinary team environment Experience of working with a range of disabilities Experience of prioritising and managing tasks to meet objectives. 		A/I A/I A/I A/I
Desirable		
<ul style="list-style-type: none"> Experience of supporting learners with complex behavioural needs Experience of working in a specialist educational environment 		A/I A/I
Knowledge		
Essential		
<ul style="list-style-type: none"> An understanding of the Positive Behaviour Support model Knowledge of neurodiversity Knowledge of following policies and procedures and safe practice. Understanding of the importance of maintaining confidentiality. Commitment to safeguarding, equality and diversity and health and safety 		A/I A/I A/I A/I A/I
Desirable		
<ul style="list-style-type: none"> In in depth understanding of the Mental Capacity Act 		A/I
Other personal requirements		
Essential		
<ul style="list-style-type: none"> Reliable, motivated, patient, empathetic, flexible, able to take direction 		I
Desirable		
Flexibility to work the hours and days to meet the varying needs of the college		I

How we intend to assess your match with our person specification

A Application Form I Interview