



## Person Specification

This form lists the essential and desirable requirements needed in order to do the job.

Applicants will be shortlisted **solely** on the extent to which they meet these requirements.

**Job title:** LSE Team Up Maths Tutor

**Department/Division:** Widening Participation Team – Academic Registrar’s Division  
**Accountable to:** Senior Widening Participation Officer

Competency	Criteria	E/D
<b>Qualifications</b>	Maths A-level or equivalent qualification	E
	Currently studying a degree subject with a mathematical element at LSE	E
<b>Knowledge and Experience</b>	Knowledge of UK education, especially the schools and higher education sectors; and widening participation issues	E
	An understanding of potential barriers faced by young people with regards to access to Higher Education	E
	Experience of working with children and/or young people, in an education setting	E
	An awareness of safeguarding and equity, diversity and inclusion issues	E
	Previous experience of using the Universities and Colleges Admissions System (UCAS) and an awareness of the current process of applying to higher education	D
	Experience of participating in a Widening Participation programme	D
<b>Communication</b>	Excellent oral and written communication skills	E
	Ability to work and communicate with people at all levels including academic staff, teachers and pupils, parents and carers and external funders	E



<b>Teamwork and Motivation</b>	Ability to work both individually and as part of a team	<b>E</b>
	Ability to guide and motivate others	<b>E</b>
<b>Liaison and Networking</b>	Ability to interact with and inspire young people from a range of backgrounds	<b>E</b>
<b>Service Delivery</b>	Reliable, punctual, organised and conscientious	<b>E</b>
<b>Initiative and problem solving</b>	The ability to take initiative and resolve problems when needed	<b>E</b>
<b>Other</b>	This role requires a willingness to work flexibly including evening and weekend work.	<b>E</b>

**E – Essential: requirements without which the job could not be done.**

**D – Desirable: requirements that would enable the candidate to perform the job well.**