

Person Specification

Job Title	Aigburth Park Campus Warden (Live-in)	Code	9CAS2
Subject/Service Area	Campus Services - Estates		
	Criteria	Essential or Desirable	
Qualifications			
Education / training	• Good general standard of education (GCSE English and Maths, or equivalent)	E	
	• First Aid at Work (FAW) certificate held at point of application	D	
	• Fire Marshal / Fire Warden training	D	
Experience			
Relevant work experience	• Experience of working unsupervised and using initiative to make decisions under pressure	E	
	• Experience of working in a role involving emergency response, security, customer-facing services, or a residential/pastoral environment	D	
	• Previous experience as a warden, campus officer, or in a similar on-call responder role	D	
Skills & Abilities			
Practical and interpersonal skills	• Ability to remain calm and act decisively during emergencies or high-pressure situations	E	
	• Strong communication skills, able to liaise confidently with students, staff, and emergency services	E	
	• Ability to work effectively as part of a team and escalate appropriately to Campus Services	E	
	• Basic IT literacy for incident reporting and communication systems	E	
	• Confidence in the use of radio communication and CCTV monitoring equipment	D	
Knowledge			
Understanding of relevant procedures and legislation	• Awareness of health and safety principles relevant to a campus or residential environment	E	
	• Understanding of the importance of confidentiality and safeguarding in a student environment	E	
		D	

	- Working knowledge of fire evacuation procedures and emergency escalation protocols - Awareness of the Terrorism (Protection of Premises) Act 2025 (Martyn's Law) and its implications for campus security	D
Personal Qualities & Attributes		
Behavioural and personal attributes	Reliable, trustworthy, and able to act as a positive role model within a student residential community	E
	High standard of personal conduct, both on and off duty while resident on campus	E
	Flexible and adaptable approach to a varied on-call working pattern	E
	Sound judgement and a mature, professional approach to sensitive or difficult situations	E
Special Requirements / Circumstances		
Role-specific requirements	Willingness and ability to reside on-site at Aigburth Park Campus for the duration of employment, under the terms of the Warden Service Occupancy Agreement	E
	Willingness to work flexibly within a rostered on-call rota, including evenings, weekends, and overnight cover	E
	Ability to remain within campus boundaries and be contactable throughout rostered on-call shifts	E
	Willingness to undertake and maintain mandatory training (First Aid at Work, Fire Marshal, Campus Incident Management & Escalation Procedures)	E
	Satisfactory Enhanced DBS check	E
	Fit to safely undertake emergency response duties while on call, with any relevant medical circumstances disclosed in accordance with University procedures	E
	Full, valid driving licence	E

Candidates will be shortlisted against the essential criteria above. Desirable criteria may be used to distinguish between candidates who meet all essential requirements. This specification should be read alongside the Job Description and Warden Service Occupancy Agreement for this post.