

## HIGHER LEVEL TEACHING ASSISTANTS - PERSON SPECIFICATION

	Essential	Desirable
Education and qualifications	Education to GCSE standard with a minimum of 5 passes at GCSE (including English and Maths A* - C or equivalent qualifications).  HLTA status	Relevant advanced vocational qualifications (NVQ, BTec, 'A' Levels)  Higher Education qualification
Experience	Experience in a school environment Experience of working with young people Experience of administration Experience of leading a group of young people (e.g. as a sports coach or in a youth group)	
Skills and Knowledge	Ability to apply behaviour management policies and strategies so as to contribute and lead a purposeful learning environment. Ability to encourage pupils to learn using pre-set or self-planned material. Ability to undertake varied duties. Ability to work within professional standards. Ability to gain respect of students through manner of confidence and authority. Working knowledge and skills in ICT to support learning.	Ability to offer extra-curricular activities.  Some experience in Google Docs
Personal Qualities	A flexible, professional and 'can do' attitude – this is extremely important for this role Well organised and capable of showing attention to detail Good interpersonal skills Able to work under pressure Able to work as part of a team A commitment to quality and continuous improvement	Ability to critically evaluate own performance and make any necessary changes to be more effected.
Communication Skills	Able to communicate effectively verbally and in writing	Competence in communicating using ICT (e.g. Powerpoint presentations, digital photography)
Development and Training	Willingness to undertake further work-related training	Holds a First Aid certificate Evidence of existing professional development

All offers of employment are “conditional” until Disclosure and Barring and qualification checks have been successfully completed and satisfactory references have been received.

Redborne is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.