

LONDON BOROUGH OF GREENWICH

DRAFT PERSON SPECIFICATION

DIRECTORATE: Children's Services

GRADE: Scale 5

JOB TITLE: Teaching Assistant – HLTA Status

| CRITERIA OR REQUIREMENTS | METHOD OF SHORTLISTING ASSESSMENT | CRITERIA |
|--|--|-----------------|
| QUALIFICATIONS/EXPERIENCE | AF = APPLICATION FORM I = INTERVIEW | (PLEASE TICK) |
| <ol style="list-style-type: none">1. HLTA Status2. Minimum of NVQ Level 3 or equivalent3. Minimum of NVQ Level 2 in literacy and numeracy or equivalent4. Evidence of effectively contributing towards the raising of educational attainment5. Clear understanding of the processes required for managing the planning, preparation and delivery of different initiatives.6. To demonstrate an understanding of appropriate strategies for behaviour management.7. Proven experience of effectively using ICT and the preparation of resources.8. To have worked as an LSA?9. To demonstrate an understanding of the every child matters agenda. | | |