

## PERSON SPECIFICATION

### LEVEL 1 TEACHING ASSISTANT

Staploe Education Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment

Attributes	Essential	Desirable
<b>Education and Qualifications</b>	<ul style="list-style-type: none"> <li>GCSE Maths and English A*-C (9-4) or equivalent</li> </ul>	<ul style="list-style-type: none"> <li>Educated to A level or degree standard</li> <li>Evidence of continued professional development</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>Previous experience of working with young people</li> </ul>	<ul style="list-style-type: none"> <li>Recent experience of working in a school</li> </ul>
<b>Skills, Knowledge and Aptitude</b>	<ul style="list-style-type: none"> <li>Confident working in a classroom environment</li> <li>Ability to manage individual and group student behaviour</li> <li>Excellent organisational, interpersonal and communication skills</li> <li>Ability to identify priorities quickly and accurately and to ensure that deadlines are met</li> <li>Be an effective communicator with excellent written and verbal communication skills</li> <li>Presentation of information in a logical, clear and concise format and to communicate this effectively to colleagues, both verbally and in writing</li> <li>Ability to work collaboratively with a range of colleagues</li> <li>Be confident with young people</li> <li>Ability to work with autonomy within set boundaries</li> <li>Effectively dealing with unexpected events in a calm, professional manner</li> <li>Ability to manage own workload</li> <li>Able to converse at ease and provide advice and information in accurate spoken English</li> </ul>	<ul style="list-style-type: none"> <li>A knowledge of how students with additional needs access learning and strategies to support them</li> </ul>
<b>Motivation</b>	<ul style="list-style-type: none"> <li>Willingness to be flexible</li> <li>Willingness to undertake further training/development opportunities</li> <li>Evidence of relevant professional development</li> <li>Committed to developing professional skills in yourself and others</li> </ul>	