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**Person Specification**

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| **Requirements** | **Essential** | **Desirable** | **Proposed****selection method\*** |
| **Experience** | * Experience of working with young people.
* Experience of working in a Secondary School.
 | \* | \* | AA |
| **Qualifications** | * To be educated to at least GCSE or above in Maths and English.
* NVQ Level 2 for Teaching Assistants or equivalent qualifications

OR* Have 2 of the following qualifications – City and Guilds Learning support competencies

NFCE Special Needs Assistant/ OU Learning for All Level 2/ OU Specialist Teacher Assistant Certificate/ Certificate for Teaching Assistants Level 3 (CTA3) OR * Have completed A-Levels or have a Degree
 | \* | \* | AA |
| **Skills and****Knowledge** | * Knowledge of how schools operate and the need for discretion and confidentiality.
* An understanding of how young people learn and to improve pupil learning.
* Good interpersonal skills, able to communicate orally and in writing.
* The ability to motivate young people.
* Good organisational skills.
 | \*\*\*\*\* |  | A/I/RA/I A/I I/RR |
| **Personal Qualities** | * Able to work as part of a team but also be a self-starter and be able to set personal goals.
* The ability to get on well with pupils, to be an advocate for young people.
 | \*\* |  | I/RR |
| **Working Practices** | * Be willing to undertake training to enhance service delivery and self-development.
* Willingness to share information and expertise with other staff.
* Undertake First Aid Training.
 | \*\*\* |  | A/IA/IA/I |

A = Application I = Interview R = Reference

**FEGUARDING**