

The Wilfred Owen School
Job Title – Level 3 Teaching Assistant

Person Specification

	Essential	Desirable
Qualifications	Teaching Assistant NVQ Level 3 or have completed training of a similar standard (including NNEB or a certificate in Literacy & Numeracy for Support Assistants)	5 GCSEs or equivalent, including Maths and English
		First Aid Qualification
Work or Relevant Experience	At least 4-5 years relevant experience working in an educational setting	
	Experience of working with children with Special Educational Needs	
	Experience of classroom administration support	
	Ability to plan and organise effectively	
	Ability to work with small groups or an individual pupil	
Knowledge and understanding	A comprehensive knowledge of school based education including child development	Makaton
	Knowledge of national learning strategies including literacy and numeracy	Moving and Handling
	An understanding of non-school based support agencies	
Skills	Good communication skills and ability to relate well to children, staff and parents	Any specialist skills, training or experience

	Evidence of working as part of a team	Ability to train, supervise and develop other staff
	ICT and willingness to update skills and undertake further training	
	Sufficiently fluent in spoken English to ensure effective performance in the role	
Personal Qualities	Ability to bring to the role, initiative, enthusiasm and commitment	
	Flexibility and reliability	
	Willingness to develop skills with further training	
	Ability to remain calm under pressure	
Special Conditions	Willingness to undertake an enhanced Disclosure and Barring Service (DBS) check	
	Flexible approach to the working environment	
	Ability to meet the physical demands of the post	