

Person Specification

Teaching Assistant

	Essential	Desirable
Qualifications and training	<ul style="list-style-type: none"> GCSE English and Mathematics A* - C or equivalent. Level 3 Teaching Assistant Qualification. 	<ul style="list-style-type: none"> First Aid training. Full clean driving licence.
Experience, knowledge and understanding	<ul style="list-style-type: none"> Previous experience of having worked in an educational environment. Ability to work effectively as part of a proactive team as well as on your own initiative. Ability to promote a positive ethos and role model positive attributes. A proficient level of competency in IT systems including Microsoft Office. 	<ul style="list-style-type: none"> Ability to bring experiences to the school which enrich and enhance the community. Knowledge of government inclusion agenda.
Skills and abilities	<ul style="list-style-type: none"> Ability to stay calm and controlled under pressure (in the face of challenging behaviour). Ability to meet deadlines. Ability to be self-directed. Good organisational skills. Confidence to work with a wide range of people and abilities. An awareness of the factors which affect the way people learn. 	<ul style="list-style-type: none"> Ability to think creatively and contribute new ideas.
Personal qualities and attributes	<ul style="list-style-type: none"> A commitment to the values and vision of Maltby Learning Trust. Ability to form and maintain appropriate relationships and personal boundaries with young people. Ability to build effective working relationships with colleagues. Ability to communicate effectively and concisely both in verbal and written form. 	
Commitment to	<ul style="list-style-type: none"> Commitment to personal continuous professional development and willingness to attend training courses. Commitment to diversity and equality of opportunity in all working practices. 	

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MALTBYLEARNINGTRUST

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Attendance	<ul style="list-style-type: none">• A good attendance record in current employment, (not including absences due to disability).	
Written application	<ul style="list-style-type: none">• A well-constructed and concise application, showing evidence of knowledge, planning and enthusiasm for the role and for the Academy within the Maltby Learning Trust.	

The postholder is required to ensure they have the appropriate business insurance to meet the requirements of the post.