

## PERSON SPECIFICATION

### IMPORTANT

#### THE REHABILITATION OF OFFENDERS ACT

The provisions of the Rehabilitation of Offenders Act relating to the non-disclosure of spent convictions do not apply to this job, **YOU MUST, THEREFORE, DISCLOSE WHETHER YOU HAVE ANY PREVIOUS CONVICTIONS ON THE BACK PAGE OF THE APPLICATION FORM.**

If successful, you will also be required to apply for a Criminal Record Check from the Disclosure and Barring Service. The level of check required for this job is Enhanced Disclosure.

**JOB TITLE: TEACHING ASSISTANT**

**GRADE: 4**

**UNIT/SECTION:**

**JOB REF: AAAE5051**

CRITERIA	DESIRABLE	ESSENTIAL	METHOD OF ASSESSMENT
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>City &amp; Guilds Certificate in Learning Support eg NNEB/BTEC Childhood Studies (Nursery Nursing) or equivalent</li> </ul>	<ul style="list-style-type: none"> <li>A range of GCSE (or equivalent) qualifications at Grade C or above (at least in English and mathematics).</li> <li>Evidence of further study in the field of child care.</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Interview</li> <li>certificates</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>Experience of successful work with young people with additional learning needs including those with emotional and behavioural difficulties</li> </ul>	<ul style="list-style-type: none"> <li>Worked positively with young people in an educational or caring situation</li> </ul>	<ul style="list-style-type: none"> <li>Interview</li> <li>Application form</li> </ul>
<b>Job Related Knowledge</b>	<ul style="list-style-type: none"> <li>Knowledge of Secondary curriculum</li> </ul>	<ul style="list-style-type: none"> <li>Ability to relate positively to students who may display challenging behaviour</li> <li>Ability to work as a team member</li> <li>Ability to work with small groups of students under supervision</li> </ul>	<ul style="list-style-type: none"> <li>Interview</li> <li>Application form</li> </ul>

<b>Skills and Aptitudes</b>	<ul style="list-style-type: none"> <li>• Good organisational skills</li> <li>• Good negotiating skills</li> </ul>	<ul style="list-style-type: none"> <li>• Must show an understanding and appreciation of the needs of students with learning difficulties</li> <li>• Understanding of social and educational issues that impact upon young people</li> <li>• Resilient</li> <li>• Flexible enough to cope with changing situations</li> <li>• Ability to maintain a sense of proportion, perspective and good humour</li> </ul>	<ul style="list-style-type: none"> <li>• Interview</li> <li>• Application form</li> </ul>
<b>Other Requirements</b>	<ul style="list-style-type: none"> <li>• Full, clean driving licence</li> <li>• Computer literate</li> </ul>	<ul style="list-style-type: none"> <li>• commitment to providing equality of opportunity for all young people</li> </ul>	<ul style="list-style-type: none"> <li>• Interview</li> <li>• Application form</li> </ul>

Cheshire West & Chester Council is committed to supporting people with disabilities and will make reasonable adjustments to these requirements where this enables a disabled person to do the job effectively.