

# Person Specification

## Teaching Assistant

|                                                  | Essential                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Desirable                                                                                                                                                                                                                                                            |
|--------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Qualifications &amp; Training</b>             | <ul style="list-style-type: none"> <li>GCSE English and Maths A* - C or equivalent.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <ul style="list-style-type: none"> <li>First Aid training.</li> </ul>                                                                                                                                                                                                |
| <b>Experience, knowledge &amp; understanding</b> | <ul style="list-style-type: none"> <li>Ability to work effectively as part of a team.</li> <li>Ability to promote a positive ethos and role model positive attributes.</li> <li>Experience of working with young people.</li> <li>Ability to use the Microsoft Office Suite.</li> </ul>                                                                                                                                                                                                                                                                                          | <ul style="list-style-type: none"> <li>Ability to bring experiences to the school which enrich and enhance the community.</li> <li>Previous experience of having worked in an educational environment.</li> <li>Knowledge of government inclusion agenda.</li> </ul> |
| <b>Skills &amp; Abilities</b>                    | <ul style="list-style-type: none"> <li>Ability to stay calm under pressure (in the face of challenging behaviour).</li> <li>Ability to meet deadlines.</li> <li>Ability to be self-directed.</li> <li>Good organisational skills.</li> <li>Confidence to work with a wide range of people and abilities.</li> <li>Commitment to personal continuous professional development.</li> </ul>                                                                                                                                                                                         | <ul style="list-style-type: none"> <li>An awareness of the factors which affect the way people learn.</li> <li>Ability to think creatively and contribute new ideas.</li> </ul>                                                                                      |
| <b>Personal qualities and attributes</b>         | <ul style="list-style-type: none"> <li>Ability to communicate effectively and concisely.</li> <li>Ability to build effective working relationships with students and colleagues.</li> <li>Demonstrates an absolute commitment to the Academy vision and MLT behaviours on a daily basis.</li> <li>Embodies the Key Drivers;               <ul style="list-style-type: none"> <li>World-class Learning</li> <li>The highest expectations</li> <li>No excuses</li> <li>Growth mindset</li> <li>Never give up</li> <li>Everyone is valued</li> <li>Integrity</li> </ul> </li> </ul> |                                                                                                                                                                                                                                                                      |
| <b>Commitment To</b>                             | <ul style="list-style-type: none"> <li>Commitment to diversity and equality of opportunity in all working practices.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                      |

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| <b>Attendance</b> | <ul style="list-style-type: none"><li>• A good attendance record in current employment, (not including absences due to disability).</li></ul> |  |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|--|