

Ss John Fisher & Thomas More RC High School

TEACHING ASSISTANT 2b

Person Specification

Personal Attributes required (on basis of the job description)	Essential (E) or Desirable (D)	To be identified by:
Qualifications		
GCSE Maths (level C or above)	D	Application Form/Interview
GCSE English (level C or above)	D	Application Form/Interview
NVQ level 3 or above qualification appropriate to the post (or equivalent)	D	Application Form/Interview
Experience		
Experience of working with children	E	Application/Interview/Reference
Experience of working in a relevant classroom/service environment	D	Application/Interview/Reference
Experience of administrative work	D	Application/Interview/Reference
Experience of supporting pupils with challenging behaviour	D	Application/Interview/Reference
Knowledge/skills/abilities		
Ability to relate well to children	E	Application/Interview/Reference
Ability to work as part of a team	E	Application/Interview/Reference
Good communication skills	E	Application/Interview/Reference
Ability to relate well to colleagues	E	Application/Interview/Reference
Ability to supervise and assist pupils	E	Application/Interview/Reference
Time management skills	E	Application/Interview/Reference
Organisational skills	E	Application/Interview/Reference
Knowledge of classroom roles and responsibilities	D	Application/Interview/Reference
Knowledge of the concept of confidentiality	E	Application/Interview/Reference
First Aid Certificate	D	Application/Interview/Reference
Administrative skills	E	Application/Interview/Reference
Knowledge of National Curriculum	D	Application/Interview/Reference
Knowledge of Numeracy and Literacy strategies	D	Application/Interview/Reference
Ability to make effective use of ICT	D	Application/Interview/Reference
Ability to plan and deliver work programmes	D	Application/Interview/Reference
Flexible attitude to work	E	Application/Interview/Reference
Other		
An understanding of and a commitment to the school's Mission Statement	E	Application/Interview
Commitment to undertake service development	E	Application/Interview