**Person Specification**

**Teaching Assistant (Level 3) Grade 6 (SCP 8-11)**

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|  | **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 GCSE’s or equivalent, including Maths and English
* First Aid qualification
* Teaching Assistant Induction Training
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| **Work or relevant experience** | * At least 4 - 5 years relevant experience working in an educational setting
* Experience of classroom administration support
* Ability to plan and organise effectively
* Ability to work with small groups or an individual pupil
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| **Knowledge and understanding** | * An comprehensive knowledge of school based education including child development
* Knowledge of national learning strategies including literacy and numeracy
* An understanding of non-school based support agencies
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| **Skills and Abilities (relevant to post)** | * Good communication skills and ability to relate well to children, staff and parents
* Evidence of working as part of a team
* ICT and the willingness to update skills and undertake further training
* Ability to supervise whole classes
* Sufficiently fluent in spoken English to ensure effective performance in the role
 | * Specialist skills, training or experience e.g. Art, Music, ICT, display etc.
* Ability to train, supervise and develop other staff
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| **Personal Qualities** | * Ability to bring to the role, initiative, enthusiasm and commitment
* Flexibility and reliability
* Willingness to develop skills with further training
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| **Special Conditions** | * Willingness to undertake an enhanced Disclosure and Barring Service (DBS) check
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