ROCHDALE BOROUGH COUNCIL
PERSON SPECIFICATION

Teaching Assistant (Level 4) **Grade 6 (SCP) 19-24**

Note to Applicants

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

- **The *Essential* Criteria are for the qualifications, experience, skills or knowledge you MUST SHOW YOU HAVE to be considered for the job.**
- **The *Desirable* Criteria are used to help decide between candidates who meet ALL the Essential Criteria.**
- **The *How Identified* column shows how the Council will obtain the necessary information about you.**
- **If the How Identified column says the Application Form next to an Essential Criteria or a Desirable Criteria, you MUST include in your application enough information to show how you meet this criteria. You should include examples from your paid or voluntary work.**

ATTRIBUTES	ESSENTIAL	HOW IDENTIFIED	DESIRABLE	HOW IDENTIFIED
QUALIFICATIONS AND EXPERIENCE	• To possess GCSE English and Mathematics at Grade A*- C, or GCSE Level 9-4, **or** a Level 2 qualification in Literacy and Numeracy **or** CSE Grade 1 in English and Mathematics • To possess a relevant NQF/QCF Level 3 qualification • Trained in relevant learning strategies and/or a particular learning or curriculum area	Application Form/Checking of Certificates	• Foundation Degree • First Aid Certificate. • Training in special educational needs strategies.	
SKILLS AND KNOWLEDGE	• Experience in delivering lessons in your area of expertise to individuals, groups and whole classes under supervision. • Experience of planning, delivering and evaluating teaching and learning activities effectively.	Application Form/Interview	• Language skills in a relevant language. **<Please delete if not required>**	Application Form/Interview

SKILLS AND KNOWLEDGE	• Experience of differentiating activities, and preparing and developing resources to meet learning needs and contributing to Individual Education Plans. • Experience of working effectively within a team environment and building effective working relationships with pupils and colleagues. • Experience of working within a schools ethos and supporting the aims of the school. • Experience of providing clerical/administrative support. • Experience of effectively using ICT technology to advance learning, e.g: computer, photocopier, interactive whiteboard. • Experience directing the work of other adults in support of learning. • Understanding and working knowledge of principles of child development learning styles and independent learning. • Understanding and working knowledge of national curriculum and other learning programmes (within specified age range/subject area) e.g. knowledge of core subject areas etc. • Full working knowledge of relevant policies/codes of practice/legislation. • Working knowledge of how statutory and non statutory frameworks for the school curriculum relate to the age and ability ranges of the learners they support. • Knowledge of the school and its setting/community. • Understanding of equal opportunities and inclusion and how these apply within a school setting. • Interpersonal skills and the ability to build and maintain relationships with pupils, based on mutual respect .	Application Form/Interview		

SKILLS AND KNOWLEDGE	• Ability to communicate effectively and sensitively with children, their parents/carers and colleagues. • Ability and commitment to work collaboratively and co-operatively with colleagues. • The ability to organise and manage learning activities in ways which keep children safe. • The ability to promote a positive ethos, actively encourage and motivate children to advance their learning. • Creative skills and resourcefulness to develop and adapt learning activities to meet different objectives. • Able to demonstrate a commitment to improving own knowledge and practice. • Effective organisational skills to manage conflicting deadlines and work under pressure. • Motivated and keen to develop own knowledge and practice by seeking opportunities for continuing personal development. • Committed to working within the schools policies and procedures and adhering to safe working practices. • Flexible in approach and able to meet the changing demands of the role. • Ability to attend meetings out of school hours. • Ability to provide personal care to pupils – for example assisting with dressing, toileting. • The ability to converse at ease with customers and service users and provide advice in accurate spoken English.	Application Form/Interview		