

## Person Specification

**Post: Ta2 (English and Literacy)**

**Grade**



The **Essential Criteria** are 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 we 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.

	<b>Essential Criteria</b>	<b>How Identified</b>	<b>Desirable Criteria</b>	<b>How Identified</b>
<b>Qualifications and Training</b>	Experience of working with children in an educational setting (within specified age range/subject area) or experience of tutoring  A levels or L3 equivalent  5 or more GCSE or Level 2 qualifications including English Grade C or above and Maths Grade C or above	Application Form and Interview	A Degree in the relevant curriculum area  Training in special educational needs strategies.  Willingness to undertake appointed person certificate in first aid administration.	Application form and Interview

<b>Skills</b>	<p>Ability to work effectively within a team environment, understanding classroom roles and responsibilities.</p> <p>Ability to work using initiative and good judgement so the minimal direction is required to effect the tutoring role</p> <p>Ability to build and maintain effective working relationships with all pupils and colleagues.</p> <p>Ability to promote a positive ethos and role model positive attributes.</p> <p>Ability to work with children at all levels regardless of specific individual need and learning styles.</p> <p>Ability to adapt own approach in accordance with pupil needs.</p> <p>Excellent personal numeracy and literacy skills.</p> <p>Have the ability and confidence to support a small group of students to aid and improve learning</p> <p>Ability to assimilate feedback and act on it</p>	Application Form and Interview		
<b>Knowledge and Understanding</b>	<p>Understanding and working knowledge of principles of child development and Independent learning.</p> <p>Understanding and working knowledge of national curriculum and other learning programmes (within specified</p>	Application Form and Interview		

	<p>age range/subject area) e.g. knowledge of core subjects areas etc.</p> <p>Understanding of inclusion, especially within a school setting.</p> <p>Experience of resource preparation to support learning programmes.</p> <p>Effective use of ICT to support learning.</p> <p>Ability to use digital technology</p>			
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<p><b>Professional Values and Practice</b></p>	<p>Must be able to demonstrate the following:-</p> <p>High expectations of all pupils: respect for their social, cultural, linguistic, religious and ethnic backgrounds; and commitment to raising their educational achievements.</p> <p>Ability to build and maintain successful relationships with pupils, treat them consistently, with respect and consideration, and demonstrate concern for their development as learners.</p> <p>Demonstrate and promote the positive value, attributes, attitudes and behaviour they expect from the pupils with whom they work.</p> <p>Ability to work collaboratively with colleagues and carry out the role effectively, knowing when to seek help and advice.</p> <p>Able to liaise sensitively and effectively with parents and carers, recognising role in pupils' learning.</p> <p>Able to improve own practice through observations, evaluation and discussion with colleagues.</p>	<p>Application Form and Interview</p>		
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<p><b>Special Working Conditions</b></p>	<p>Ability to attend occasional meetings out of school hours.</p> <p>Lifting and carrying equipment as required.</p>	<p>Application Form and Interview</p>	<p><i>When required:</i></p> <p>Assisting pupils in line with moving and handling guidelines when toileting/feeding/transferring pupils.</p> <p>Providing hygiene care to pupils.</p>	
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