St Mary’s and St John’s CE School

Lower School|Neale House|Prothero Gardens |Hendon|NW4 3SL

Middle School|Bennett House|Sunningfields Road|Hendon|NW4 4QR

Upper School|Stamford Raffles|Downage|Hendon|NW4 1AB

Tel: 020 8202 0026 Email: [office@smsj.barnetmail.net](mailto:office@barnetmail.net)

Principal: Mr Matthew Glenn

**Learning Support Assistant**

**Level 2**

**Required for: November 2017**

**Salary: Point: 15 - 18**

**Hours: 27.5per week,**

**Contract Type: Term Time**

St Mary’s & St John’s CE School is looking to appoint to this expanding ‘all-through’ school specialising in Business Studies and Performing Arts, a Learning Support Assistant for our busy school.

The successful applicant will be a hardworking and enthusiastic professional with a passion for education and working with children.

All applicants are welcome to visit the school. Please contact the school on 020 8202 0026 or email: office@smsj.london for further information or a confidential discussion

Further information and application forms are available on our school website: [www.smsj.barnet.sch.uk](http://www.smsj.barnet.sch.uk)

**Closing Date: Friday 13 October 2017, 12pm**

**Interviews: Week commencing Monday 16 October 2017**

Please send all completed applications forms and covering letters to: [recruitment@smsj.barnet.sch.uk](mailto:recruitment@smsj.barnet.sch.uk)

SMSJ is committed to safeguarding and promoting the welfare of children and young people. The successful candidate must be able to satisfy an enhanced disclosure check with the Disclosure and

Barring Service.

**About the role**

Working closely with our SENCO and other experienced teaching professionals providing support and guidance, your role will be to:

* Implement personalised learning programmes with individual students / groups in or outside lessons
* Assist teachers in planning lessons and resources for a particular subject area
* Enhance the provision for students by taking responsibility for specific long-term projects or short-term learning activities
* Support teachers in monitoring pupils and assessing, recording and reporting on pupil achievement, progress and development
* Contribute towards enrichment and extra-curricular provision

**Person Specification**

* Genuine and demonstrable interest in working with young people and education
* Commitment to achievement for all, regardless of background or ability
* Excellent literacy and communication skills
* Ability to lend subject-specialism to the learning and development of school pupils
* Enthusiasm, initiative, resilience and pro-activity
* Willingness to learn and participate in a dynamic educational setting
* Ability to be a role model to young people