**Person Specification: Teaching Assistant**

**Qualification Criteria**

* Maths and English GCSE or equivalent at grade C or above
* Right to work in UK
* Good A Levels or their equivalent
* Applicants with a degree will be prioritised for shortlisting

**Behaviours**

**Personal characteristics**

* Genuine passion and a belief in the potential of every pupil
* Helpful, positive, calm and caring nature
* Able to establish good working relationships with all other staff
* Able to follow instructions accurately but make good judgments and lead when required.

**Specific skills**

* Good communication skills, including written and oral
* Good numeracy and literacy skills
* Competent with computers and other technology
* Good administrative and organisational skills
* Able to lead intervention sessions for pupils after receiving comprehensive training
* Able to understand and implement particular strategies and methods to help pupils to improve their learning and enjoyment of learning
* Able to implement the necessary routines and patterns to establish and maintain excellent behaviour management within the school
* Able to deal with minor incidents, first aid, and the personal health and hygiene of the pupils
* Understand the importance of confidentiality and discretion.

**Other desirable training and skills**

* Training in the teaching of the Read Write Inc phonics programme

**Other**

* Commitment to equality of opportunity and the safeguarding and welfare of all pupils
* Willingness to undertake training
* This post is subject to an enhanced Disclosure and Barring Service

*Ark is committed to safeguarding and promoting the welfare of children and young people in our academies.  In order to meet this responsibility, we follow a rigorous selection process. This process is outlined* [*here*](http://arkonline.org/sites/default/files/Ark_safe_recruitment.pdf)*, but can be provided in more detail if requested. All successful candidates will be subject to an enhanced Disclosure and Barring Service check.*