



St. Mary's
Menston
a Catholic Voluntary Academy

National Teaching School
designated by
 National College for
Teaching & Leadership



KEY:
A APPLICATION FORM
I INTERVIEW

PERSON SPECIFICATION: Level 1 Teaching Assistant

	ESSENTIAL	IDENTIFIED BY		DESIRABLE/HELPFUL	IDENTIFIED BY	
QUALITIES	<ul style="list-style-type: none"> Excellent communication and interpersonal skills to work alongside students and staff to reduce the barriers to learning Ability to work as part of a team Ability to use own initiative Good literacy and numeracy skills 	I A A A	I I I	<ul style="list-style-type: none"> GCSE Maths and/or English grades A-C or equivalent Working in a school environment. Previous experience of working with pupils with emotional/ behavioural needs or communication difficulties 	A A A	I
SPECIFIC APTITUDE	<ul style="list-style-type: none"> Effective and efficient organisational skills Ability to communicate effectively, orally and in writing Ability to build professional relationships with students and staff Ability to maintain confidentiality in line with Data Protection requirements Good ICT skills Self-motivated and proactive 	A A I A A A	I I I I	<ul style="list-style-type: none"> Well-developed multi-tasking and time management skills 	A	I
MOTIVATION & SOCIAL SKILLS	<ul style="list-style-type: none"> Commitment to quality and continuous improvement Of smart and professional appearance Supportive of the Catholic ethos 	I I I		<ul style="list-style-type: none"> Practising Catholic 	I	