



Bexhill 6th Form College

PERSON SPECIFICATION
TEACHING ASSISTANT

Criteria		E	D	
1.	Educated to at least Level 4/degree level in area relevant to the College curriculum offer	✓		Application
2.	Knowledge of the post 16 curriculum		✓	Application/Interview
3.	An understanding of issues relating to teaching and learning in further education		✓	Interview/Reference
4.	Ability to develop different ways to support learning for students with differing needs	✓		Interview/Reference
5.	A knowledge of basic skills		✓	Interview/Reference
6.	Ability to work within a team of staff and ensure that agreed procedures are followed.	✓		Interview/Reference
7.	Confidence to supervise a class independently as required.	✓		Interview/Reference
8.	Ability to work on own initiative.	✓		Interview/Reference
9.	Firm approach to discipline.	✓		Interview/Reference
10.	Experience of working with young adults.		✓	Interview
11.	Confidence in completing records and following administrative systems.	✓		Application/Interview
12.	Ability to liaise effectively with staff across different areas of college as required.	✓		Application/Interview
13.	A willingness accompany students on a variety of visits and trip which may go beyond the normal college day	✓		Interview
14.	Be First Aid qualified or be willing to train.	✓		Application/Interview
15.	Be willing to undertake personal care tasks of students with special needs as required	✓		Application/Interview
16.	An ability to respond flexibly to new challenges and opportunities	✓		Interview
17.	Able to undertake training required for the post including mini bus training if appropriate	✓		Application/Interview

<u>Personal Qualities</u>	E	D	
1. Commitment to education and the value of learning	✓		Application/Interview
2. Self-motivated	✓		Interview/Reference
3. High personal standards	✓		Interview/Reference
4. An ability to work well as an individual and as a member of a team	✓		Interview/Reference
5. An empathy with post 16 students and the ethos of the college	✓		Interview/Reference
6. A commitment to equal opportunities and awareness of the needs and sensitivities of students from a range of cultural backgrounds and/or disabilities	✓		Interview/Reference
7. Excellent communication and interpersonal skills	✓		Interview/Reference
8. Enthusiasm and a commitment to provide quality learning experiences	✓		Interview/Reference
9. A sense of humour		✓	Interview
10. ICT literate	✓		Application/Interview
11. Be able to drive a minibus or be willing to train		✓	Application/Interview

June 2018