

POST TITLE: Teaching Assistant, ALF

PERSON SPECIFICATION

	Essential	Desirable
Qualifications	• Good general education • GCSE Maths and English Grade A-C/9-4 or NVQ Level 2 in Literacy and Numeracy or able to demonstrate ability at an equivalent level.	
Competencies/ Experience	Post holders should demonstrate the competencies identified for the Level 1 posts with additional competencies from the list below: • Good level of written and spoken English • Numerate and Basic IT Skills • Good listening skills • Ability to plan and prioritise regular and irregular tasks • Ability to clarify and explain instructions to student(s) • Ability to communicate effectively with students and motivate them to learn • Ability to assist with the organisation of the learning environment • Ability to undertake routine tasks under the direction of the teacher or supervisor • Ability to work effectively with adult team members and follow instruction • Ability to maintain confidentiality. • Ability to prepare resources for teaching and learning activities • Ability to contribute to discussion on programme delivery and planning • Ability to think through and implement strategies to enhance student learning, under the direction of the ALF leaders or class teacher. • Ability to undertake basic administrative procedures with knowledge of ICT applications.	Experience of working with young people Creative skills - able to create differentiated learning resources
Personal	• Enjoys working with students whilst being sensitive to their diverse needs. • Have the ability to work independently as well as part of a team. • Have a good sense of humour and engaging personality.	Keen interest in all aspects of school life.