

## Person Specification for SPANISH ASSISTANT

The following person specification indicates those areas of skills and personal characteristics, qualifications, training and experience that are either essential or desirable in the candidates being interviewed.

Skills and personal Characteristics	Essential	Desirable
Enthusiasm for and knowledge of the subject	✓	
Good ICT skills		✓
An ability to cope with pressure	✓	
A sense of humour		✓
An ability to communicate effectively with students and staff in a variety of ways	✓	
An ability to think originally and creatively and show initiative	✓	
An understanding of, and a commitment to the ethos of the school as a community		✓
Clear evidence of people management skills		✓
Excellent administrative skills		✓
Insistence on high standards from pupils	✓	
Tact, discretion and diplomacy		✓
Warmth and sensitivity		✓
Clear understanding and knowledge of current issues in Spanish speaking countries	✓	
A concern for the reputation of the school	✓	
A genuine liking of people...of all ages	✓	

Qualifications and Training	Essential	Desirable
A good education, at least to A level (or equivalent)	✓	
A good degree		✓