

# Person Specification EAL Teaching Assistant

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| **Please Note.** All criteria are essential. The successful candidate must satisfy all of the criteria. Short listing will be on the basis of the criteria indicated in the ‘Application Form’ Column. | | | |
| **Method of Assessment** | | | |
|  | **Application Form** | **Interview** | **Test** |
| **Education, Training & Qualifications**   1. GCSE English and Maths grade C or higher, or equivalent | **X** | **X** |  |
| 1. Participate in development and training opportunities | **X** | **X** |  |
| **Knowledge & Experience**   1. Knowledge of relevant education policies, procedures | **X** | **X** |  |
| 1. Knowledge of how children develop and learn | **X** |  |  |
| 1. Understanding basic learning strategies for development | **X** | **X** |  |
| 1. Working with or caring for children of relevant age | **X** |  |  |
| **Skills & Abilities**   1. Use basic technology – computer, video, photocopier | **X** |  |  |
| 1. Verbal and written communication skills to communicate effectively | **X** | **X** | **X** |
| 1. Numeracy skills appropriate to the learning level of the pupils | **X** |  | **X** |
| 1. Ability to relate to and work well with children and adults |  | **X** |  |
| 1. Work constructively as part of a team, understanding classroom roles and responsibilities and your own position | **X** | **X** |  |
| 1. Dealing with difficult situations and problem solving |  | **X** |  |
| 1. Ability to maintain a professional and flexible approach |  | **X** |  |
| 1. Ability to maintain records | **X** | **X** |  |
| 1. Know when to seek advice | **X** |  |  |

