SHROPSHIRE COUNCIL
PERSON SPECIFICATION

Tuition, Medical & Behaviour Support Service (Pupil Referral Unit Service)

Post of Teaching Assistant KS3/4

Attributes	Essential (✓)	Desirable (✓)
Qualifications		
5 GCSE or equivalent, including Maths and English		✓
Teaching Assistant Induction Training		✓
Teaching Assistant NVQ Level 3 or have completed training of a similar standard (including NNEB or a certificate in Literacy & Numeracy for Support Assistants)		✓
First Aid qualification		✓
Work or relevant experience		
At least 4 - 5 years relevant experience working in an educational setting		✓
Experience of classroom administration support		✓
Ability to plan and organise effectively		✓
Ability to work with small groups or an individual pupil		✓

Attributes	Essential (✓)	Desirable (✓)
Knowledge and understanding		
A comprehensive knowledge of school based education		✓
National learning strategies including Literacy and Numeracy		✓
Non-school based support agencies		✓
Skills and Abilities (relevant to post)		
Good communication skills and ability to relate well to children, staff and parents	✓	
Evidence of working as part of a team	✓	
ICT and the willingness to update skills and undertake further training	✓	
Ability to supervise whole classes		✓
Specialist skills, training or experience e.g. Art, Music, ICT, display etc.		✓
Ability to train, supervise and develop other staff		✓
Personal Qualities		
Ability to bring to the role, initiative, enthusiasm and commitment	✓	
Flexibility and reliability	✓	
Willingness to develop skills with further training	✓	
Special Working Conditions		
Full UK Driving Licence and access to vehicle during the working day	✓	