

## LEARNING SUPPORT ASSISTANT Person Specification

| Skills & Experience  | Essential | Desirable | Identified through |
|--|-----------|-----------|--------------------|
| Successful experience working in a school setting with children in a secondary school environment                                  | ✓         |           | A, I, R            |
| Work constructively as part of a team, understanding roles and responsibilities  | ✓         |           | A, I, R            |
| Experience of supporting senior leaders in respect of their duties   | ✓         |           | A, I, R            |
| Ability to work effectively with a range of adults, both internally and with external agencies                                     | ✓         |           | A, I, R            |
| Excellent organisational and time management skills  | ✓         |           | A, I, R            |
| Being committed to ethical leadership: demonstrating integrity, honesty, resilience, professionalism, and kindness.                | ✓         |           | A, I, R            |
| Ability to demonstrate commitment to safeguarding and promoting the welfare of children including up to date safeguarding training | ✓         |           | A, I, R            |
| Experience of leading improvement initiatives  |           | ✓         | A, I, R            |
| Qualifications   | Essential | Desirable |                    |
| Qualified teacher status   | ✓         |           | I, D               |
| An Honours Degree  | ✓         |           | I, D               |
| Training   | Essential | Desirable |                    |
| Willing to undertake training as required  | ✓         |           | A, I               |
| Able to present evidence of self-development   |           | ✓         | A, I, D            |
| Evidence of training in advanced ICT applications  |           | ✓         | A, I, D            |
| Disposition and Attitude   | Essential | Desirable |                    |
| Able to work under pressure and meet conflicting demands within deadlines  | ✓         |           | I, R               |
| Able to communicate effectively at all levels  | ✓         |           | I, R               |
| Able to take a flexible and positive approach to change  | ✓         |           | I, R               |
| Professional and customer service orientated   | ✓         |           | I, R               |
| Able to maintain a high level of confidentiality and discretion at all times   | ✓         |           | I, R               |
| Practical and intellectual skills  | Essential | Desirable |                    |
| Able to solve complex problems   | ✓         |           | A, I, R            |
| Proactive  | ✓         |           | A, I, R            |
| Think creatively   |           | ✓         | A, I, R            |
| Contribute to the wider school community and activities  |           | ✓         | A, I, R            |

A = Application

I – Interview

R = References

D = Documents