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| Teaching Assistant Lead - HEATHERMOUNTPERSONNAL SPECIFICATION **Criteria required for this post** | | | | | | W:\Logos\Disabilities Trust\Jan 2012\Autism Spectrum Partners\dt_autism_logo_rgb_small.jpg | | |
| ESSENTIAL | | | | DESIRABLE | | | | |
| Essential | **How Identified** | **Met**  **Yes No** | | **Desirable** | **How Identified** | | **Met**  **Yes No** | |
| Willingness to undertake in-house and external training and to develop within the school | Interview |  |  | Experience of working with people with learning disabilities or autism | Application form  Interview | |  |  |
| Basic IT skills i.e. using Microsoft Word or willing to learn | Application form  Interview  Certificates |  |  | Demonstrate knowledge of discrimination, disability and equal opportunities | Application Form  Interview | |  |  |
| Ability to work the hours required to fulfil the role | Application form  Interview |  |  | Ability to be adaptable in approach | Interview  Application Form | |  |  |
| Good organisational skills, ability to prioritise and work effectively. | Interview |  |  | Ability to meet the travelling requirements of the role | Application form  Interview | |  |  |
| Excellent communication skills, both oral and written | Application form  Interview |  |  | Specific qualification in Autism | Application form,  Certificates | |  |  |
| Ability to use own initiative | Application form  Interview |  |  |  |  | |  |  |
| Enhanced DBS Application approval | On acceptance of position through DBS |  |  |  |  | |  |  |
| Experience of managing a department in an educational setting | Application form  Interview |  |  |  |  | |  |  |
| Excellent interpersonal skills | Interview |  |  |  |  | |  |  |
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