Person Specification - Higher Level Teaching Assistant (HLTA)

Personal requirements of a successful postholder

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| Education/Qualifications/Membership of Professional Institutions (indicate grade) |
| Meet Higher Level Teaching Assistant standards or equivalent qualification or experience | E |
| Excellent numeracy/literacy skills – equivalent to NVQ Level 2 in English and Maths | E |
| Training in relevant learning strategies e.g. literacy | E |
| NVQ Level 3 for Teaching Assistant or equivalent, or 5 years relevant experience  | E |
| Possess HLTA status or relevant experience | E |

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| **Specialised Training** |
| Specialist skills/training in curriculum or learning area e.g. bi-lingual, sign language, ICT | D |

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| **Experience** |
| Experience working with children of relevant age in a learning environment | E |

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| **Key Skills** |
| Can use ICT effectively to support learning | E |
| Competent in the use of other appropriate equipment  | E |
| Ability to organise, lead and motivate a team | E |
| Constantly improve own practice/knowledge through self-evaluation and learning from others | E |
| Ability to relate well to children and adults | E |
| Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these | E |
| Specialist skills/training in curriculum or learning area  | E |

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| **Key Knowledge** |
| Full working knowledge of relevant polices/codes of practice/legislation  | E |
| Working knowledge and experience of implementing national/foundation stage curriculum and other relevant learning programmes/strategies  | E |
| Good understanding of child development and learning processes  | E |
| Understanding of statutory frameworks relating to teaching | E |

For information

Category (E) – ESSENTIAL - without which the candidate would be unable to carry out the duties of the post

Category (D) – DESIRABLE FEATURES which would normally enable the successful candidate to perform the duties and tasks better and more efficiently than one who did not have the qualifications, training, experience etc.