

**ROCHDALE BOROUGH COUNCIL**  
**PERSON SPECIFICATION**

Teaching Assistant (Level 1)

Grade 2 (SCP) 9-13

**Note to Applicants**

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

- The *Essential* Criteria are for the qualifications, experience, skills or knowledge you **MUST SHOW YOU HAVE** to be considered for the job.
- The *Desirable* Criteria are used to help decide between candidates who meet **ALL** the Essential Criteria.
- The *How Identified* column shows how the Council will obtain the necessary information about you.
- If the How Identified column says the Application Form next to an Essential Criteria or a Desirable Criteria, you **MUST** include in your application enough information to show how you meet this criteria. You should include examples from your paid or voluntary work.

| ATTRIBUTES                           | ESSENTIAL   | HOW IDENTIFIED                            | DESIRABLE   | HOW IDENTIFIED             |
|--------------------------------------|---|---|---|----------------------------|
| <b>QUALIFICATIONS AND EXPERIENCE</b> | <ul style="list-style-type: none"> <li>• To possess or be willing to work towards GCSE English &amp; Maths <b>or</b> Level 2 Literacy and Numeracy</li> <li>• To possess or be willing to work towards Level 2 QCF in Teaching and Learning.</li> <li>• To possess or be willing to work towards a full or emergency Paediatric First Aid certificate within 3 months of starting work.</li> </ul>  | Application Form/Checking of Certificates | <ul style="list-style-type: none"> <li>• Willingness to undertake appointed person certificate in first aid administration.</li> <li>• Level 2 Certificate Supporting The Wider Curriculum</li> </ul>   | Application Form           |
| <b>SKILLS AND KNOWLEDGE</b>          | <ul style="list-style-type: none"> <li>• Ability to work effectively within a team environment, understanding classroom roles and responsibilities.</li> <li>• Ability to build effective working relationships with all pupils and colleagues.</li> <li>• Ability to promote a positive ethos and role model positive attributes</li> <li>• Good personal numeracy and literacy skills.</li> </ul> |   | <ul style="list-style-type: none"> <li>• Willingness to develop basic ICT skills.</li> <li>• Understanding of basic technology - computer, video, photocopier.</li> <li>• Experience of working with &amp;/or caring for children within an education setting.</li> </ul> | Application Form/Interview |



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