**Person Specification**

**Lead Learning Assistant – Bushey Meads Award Scheme**

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|  | **Essential** | **Desirable** | **Method of Assessment** |
| **Knowledge/Qualifications**  |
| Education/Qualifications at least Post 16 level | √ |  | Application |
| A willingness to undertake further relevant training and to pass those skills on to other members of staff as appropriate | √ |  | Interview |
| School self-evaluation |  | √ | Interview |
| Issues in education | √ |  | Application/Interview |
| Good ICT skills  | √ |  | Application/Interview |
| Knowledge of Special Educational Needs and Disabilities  |  | √ | Application/Interview |
| Willingness to undertake further training relating to Bushey Meads Award Scheme | √ |  | Application/Interview |
| Knowledge of how to use assessment data in particular assessments  |  | √ | Application/Interview |
| **Experience**  |
| A successful record of working with young people  | √ |  | Application/Interview |
| A successful record of participating as a team member | √ |  | Application/Interview |
| Imagination and creativity in the classroom  | √ |  | Application/Interview |
| Experience of setting high standards to others by personal example | √ |  | Application/Interview |
| A commitment to the extra-curricular life of the school  | √ |  | Application/Interview |
| A commitment to safeguarding and promoting the welfare of children and young people | √ |  | Application/Interview |
| A commitment to obtaining the highest standards of pupil achievement and a belief that enjoyable learning is the most effective learning | √ |  | Application/Interview |
| A successful record of achieving goals | √ |  | Application/Interview |
| Experience of setting targets for your own work and reviewing progress and outcomes | √ |  | Application/Interview |
| A commitment to the school’s Strategic Purpose, Commitment and Intent | √ |  | Application/Interview |
| Experience working with young people  | √ |  | Application/Interview |
| Strategies for raising achievement of students |  | √ | Application/Interview |
| **Personal Skills**  |
| The ability to learn and demonstrate a genuine interest in assisting young people achieve their potential | √ |  | Application/Interview |
| Creative, imaginative and adaptable | √ |  | Application/Interview |
| The ability to listen carefully and demonstrate the ability to work in a positive, open and reflective manner | √ |  | Application/Interview |
| Ability to demonstrate patience, flexibility and a sense of humour | √ |  | Application/Interview |
| A capacity for demanding work | √ |  | Application/Interview |
| Committed to improving standards | √ |  | Application/Interview |
| An effective team member | √ |  | Application/Interview |
| Ability to be efficient and reliable and work under pressure  | √ |  | Application/Interview |
| Excellent communication skills, both orally and in writing | √ |  | Application/Interview |
| Able to motivate and inspire students  | √ |  | Application/Interview |
| Able to enthuse others and demonstrate a commitment to education and developing young people | √ |  | Application/Interview |
| Able to develop good personal relationships with students and adults  | √ |  | Application/Interview |
| Approachable and willing to help students both in and outside of lessons | √ |  | Application/Interview |
| Ability to initiate ideas, set own targets and meet own and other people’s deadlines  | √ |  | Application/Interview |
| **Equal Opportunities**  |
| Must have an understanding of and commitment to the Trust’s equal opportunities policies and procedures | √ |  | Application/Interview |
| To be able to demonstrate a commitment to celebrating diversity and promoting community cohesion in a multi-cultural setting | √ |  | Application/Interview |

**March 2024**