

**PERSON SPECIFICATION**

<b>Post Title: TEACHING ASSISTANT-SEN (LEVEL 3)</b>	<b>Director/Service/Sector: Children's Services</b>	Ref:
<b>Essential</b>	<b>Desirable</b>	<b>Assess by</b>
<b>Knowledge and Qualifications</b>		
<p>Very good numeracy and literacy skills;</p> <p>NVQ 3 for teaching Assistants or equivalent qualifications (NNEB)</p> <p>HSAW First Aid Certificate or equivalent;</p> <p>Participated in training related to various national strategies e.g. literacy and numeracy</p>		<p>(a), (i)</p> <p>(t)</p>
<b>Experience</b>		
<p>Working with children of the relevant age</p> <p>Basic clerical skills</p> <p>Working with children with additional needs</p>	<p>Supervising small groups of children</p> <p>Counselling</p>	<p>(a), (i)</p>
<b>Skills and competencies</b>		
<p>Effective ICT skills and 3 years experience of using ICT in a learning environment</p> <p>Ability to use other types of learning technology:</p> <ul style="list-style-type: none"> <li>• Photocopying</li> <li>• Whiteboards</li> <li>• CD ROM</li> <li>• Video</li> </ul> <p>Understanding of codes of practice and recent relevant education;</p> <p>Good understanding of the principles of child development and the learning process</p>	<p>NVQ 2 ICT Qualification</p>	<p>(a), (r)</p> <p>(i)</p>

Can work as a member of a team, understanding their role in the classroom and associated responsibilities.		
<b>Physical, mental and emotional demands</b>		
<b>Other</b>		

Key to assessment methods; (a) application form, (i) interview, (r) references, (t) ability tests (q) personality questionnaire (g) assessed group work, (p) presentation, (o) others e.g. case studies/visits