

Higher Level Teaching Assistant (HLTA)

We know from experience that things change throughout the lifetime of a role and so this JD isn't a list of everything you will do – this gives our people the chance to play to their strengths.

How you will make an impact...

- Help maintain the ethos of The Consortium Academy Trust by driving our organisational culture forwards and using every opportunity to embed our values.
- Taking responsibility for your own development - that way we can make the biggest impact!
- We are always looking for someone who can contribute to our growth.
- More than anything, we are looking for a team player who puts their heart into their work. We have some core values that run through everything we do, and we'd love it if they resonate with you too.

About the role...

Main purpose of the role:

- Plan, prepare and deliver maths and reading fluency interventions to individual pupils, small groups and classes as required across KS2
- Work independently and collaboratively with teaching staff in the planning and preparation of resources and delivery of the curriculum.
- To facilitate participation and learning, helping to build confidence and self-esteem, so that all pupils, including those who present challenging behaviour, are enabled to reach their full potential alongside their peers.
- To monitor pupils' responses to learning tasks and modify their approach accordingly.
- To have high expectations of all pupils; respect their social, cultural, linguistic, religious and ethnic backgrounds; and be committed to raising their educational achievements.
- To build and maintain successful relationships with pupils, treat them consistently, with respect and consideration, and be concerned for their development as learners.
- Use behaviour management strategies in line with the academy's policy and procedures, which contribute to a purposeful learning environment.

Key accountabilities:

To undertake teaching and learning activities with either individuals, groups or whole classes of pupils, including where the assigned teacher is not present, to ensure their safety and facilitate their physical, emotional and educational development, by for example:

- Modify teaching and adapt activities to suit pupils' individual needs.
- Identify ways to improve pupil performance.
- Understands lesson objectives.
- Using behaviour management strategies, in line with the school's policy and procedures, which contribute to a purposeful learning environment;
- Attending meetings (when appropriate) to discuss issues arising from day-to-day support in the classroom, and identify improvements to the service provided
- Assisting with the supervision of pupils through the school day.

As a member of staff of The Trust

- Role model appropriate behaviours within a professional environment including conduct, communication, and personal appearance
- Role model high levels of literacy and numeracy including modelling appropriate language
- Aspire to develop own professional skills and qualifications
- Use all forms of social media appropriately
- Take responsibility for the reputational management of all sites across the Trust
- Contribute to systems of evaluation and performance of the organisation positively

About you...

This is the job for you if you hold the following qualifications, experience, knowledge, skills and values:

Qualifications and Training

Essential

- Have HLTA status or QTS
- Meet the HLTA standards or equivalent
- Qualification in English and Maths to at least Level 2 of the National Qualifications Framework

Desirable

- Evidence of relevant CPD
- Any specialist skill, knowledge or qualification that could support a specific area of the school or curriculum.

Experience, Knowledge and Skills

Essential

- Demonstrable high levels of maths and literacy
- Experience of working in a school setting
- Experience of teaching individuals, groups and whole classes
- Effective oral and written communication skills
- Good organisational and time management skills
- Strong ICT skills
- Knowledge of the HLTA standards
- Knowledge of relevant school policies, including safeguarding
- Knowledge of the legal definition of Special Educational needs and a familiarity with the guidance set out in the SEND Code of Practice of how to meet these needs
- Knowledge of the KS2 curriculum including Year 6

Desirable

- Proven experience and expertise in delivering high-quality teaching and targeted support in the core areas of mathematics and reading, with a focus on raising attainment and closing learning gaps.
- Experience in multi-agency working

Values and Personal Competencies

Essential

- Able to build successful working relationships with staff.
- Adaptable and able to change approaches to enable learners to progress
- Able to work independently and part of a team.
- Empathetic with those facing barriers to their learning.

Desirable

- Committed to the values and vision of the Trust.

- Team focused with the ability to work independently and take initiative.
- Committed to equality, diversity and inclusion.
- Strong morals, ethics and sound judgement.
- A role model of the Trust's Values.