



**PERSON SPECIFICATION**  
**HLTA (Higher Level Teaching Assistant)**

<b>Category</b>	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>		
GCSE English & Maths Grade C or above (or equivalent)	*	
NVQ Level 2 (or equivalent qualification)		*
Other pedagogical/learning qualifications		*
<b>Experience</b>		
IT skills in Microsoft Office/Excel or similar	*	
Previous experience of working with young people	*	
Experience leading groups of learners	*	
Experience line managing staff		*
Experience within primary and secondary schools		*
Previous experience of working in a specialist school		*
<b>Skills</b>		
Excellent interpersonal and communication skills	*	
Ability to prioritise and plan for effective learning	*	
Ability to maintain resilience and positive thinking	*	
Ability to work with a PACE and UPR approach	*	
Holding a valid Driving License		*

<b>Qualities &amp; aptitude</b>		
Sense of humour, flexible and proactive	*	
Ability to be an active and full member of the team	*	
A strong sense of learning leadership	*	
Commitment to the development of self and others	*	
The ability to inspire trust and build relationships	*	
Holding high expectations for all young people, yourself and those around you	*	

**Authentic Education is committed to providing a safe, supportive and stimulating environment for all its pupils following Keeping Children Safe in Education Guidelines.  
This post is exempt from the Rehabilitation of Offenders Act 1974.**