

Person Specification and Selection Criteria

Spanish Language Assistant

Updated: May 2022

Attributes	Essential	Desirable	How the selection criteria will be assessed
Qualifications	5 GCSEs, including Mathematics and English (or equivalent qualification). - Fluent or native speaker of target language (Spanish) - Honours degree		Application form
Professional Experience Knowledge and Understanding	- Experience of working with young people in the 11-16 age range. - Understanding of pastoral care, student welfare and child protection issues in a school environment. - Understanding of the role of the teacher and their own role in relation to teachers, other support staff and students. - Knowledge and basic understanding of literacy and numeracy. - Awareness of how students learn and the factors that affect their progress. - An understanding of the different approaches needed to support the learning of various groups of students, including bilingual English learners, students with special educational needs and/or disability.	- Experience of behaviour management strategies. - Basic understanding of requirements of GCSE language skills	Application form and interview
Abilities and Skills	- Good communication skills, both written and oral, with the ability to produce documents, reports and communications. - Ability to respond proactively to unexpected problems and situations. - Ability to relate well to children and adults.		Application form and interview

Personal Qualities	• Ability to present a confident and professional manner at all times. • An approachable and empathetic nature. • Ability to work effectively under pressure. • Commitment to, Equality, diversity, social justice and anti-racism within the school • Willingness to undertake relevant training. • Ability to build and maintain effective working relationships across the school. • Willingness to work flexibly to meet the needs of the service and ensure deadlines are met.		Application form and interview
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SELECTION CRITERIA

Applicants will need to demonstrate that they possess the personal aptitudes, abilities, skills, knowledge, experience, education and qualifications outlined in the person specification above. A statement addressing each of these characteristics is essential.

(Note: Please address each selection criteria individually, providing demonstrable evidence in support of your claims)