



# ST IGNATIUS COLLEGE

## Person Specification – HLTA (Higher Level Teaching Assistant)

We are seeking a passionate HLTA (Higher Level Teaching Assistant) who is committed to supporting all students to learn and succeed. You should have a positive, professional, 'can do' approach to your work and be willing to go the extra mile to ensure that all pupils are given the chance to realise their full potential.

We are proud to be a Catholic College with a distinctive Jesuit ethos and seek to recruit the best teachers we can. As such, our staff is made up of Catholic and non-Catholic teachers who work together to uphold our Catholic values.

Experience and qualifications	Essential	Desirable
NVQ Level 4 HLTA / recognised HLTA status or significant experience as a TA with a relevant Level 3 qualification and willingness to undertake a Level 4 qualification	✓	
GCSE's or equivalent in Maths and English, grade C or above / 4-9 / equivalent	✓	
Ideally a graduate in Maths/English/Science		✓
Experience of working with one or more pupils with SEN in a substantive post in a mainstream or special school		✓
Ideally some experience of working with young people		✓

Skills	Essential	Desirable
Effective communication and interpersonal skills with both adults and children	✓	
Good ICT skills – can also use ICT effectively to support learning		✓
Ability to work independently and use own initiative	✓	
Empathetic and sensitive	✓	
Patient and tenacious	✓	
Creative with the ability to present ideas and information in different ways	✓	
Firm but fair with the ability to ensure clear expectations and boundaries	✓	
Excellent organisational skills	✓	
Ability to build relationships with students, teachers and parents and work collaboratively	✓	

Develop and implement targets, monitor progress and attend professional meetings for pupils	✓	
A desire to pursue a career in education would also be an advantage	✓	
Experience of working with secondary age students		✓

In addition to candidates' ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children including:

- Motivation to work with children and young people with an understanding of the teacher as a role model for young people
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people
- Emotional resilience in working with challenging behaviours
- Positive attitudes to use of authority and maintaining discipline