Person Specification
Learning Support Assistant

Part A
The following criteria (experience, skills and qualifications) will be used to shortlist at the application stage:

Essential

- Relevant qualification in education support setting or equivalent at level 2 or above
- Experience of supporting and motivating adults and young people with learning disabilities and autism to achieve their potential
- Experience of teaching and coaching
- The ability to listen to people and demonstrate an understanding of their career aspirations
- Effective communication skills at all levels (both orally and in writing) and to build effective working relationships internally and externally.
- A commitment to equality and diversity including and understanding its promotion in teaching, learning, work and assessment.
- The ability to organise and prioritise.
- A commitment to participate in staff development and using the learning to innovate practice and willingness to undertake any necessary training.
- Ability to engage with families, develop confidence and trust and maintain positive relationships
- Experience of supporting learners in working towards gaining skills and qualifications
- Ability to proactively solve problems with individuals, families and employers
- Ability to use own initiative appropriately.
- A commitment to safeguarding and promoting the welfare of adults and young people receiving education and training.

Desirable

- Experience of employing a systematic approach to understand a local employment market
- Experience or knowledge in a vocational setting
- Previous experience of working with awarding bodies.
- Experience of undertaking observation of teaching, learning and assessment
- Good IT skills.
- Good understanding of British Values
- Innovation in teaching, learning and assessment including e-learning.
- Driving licence and use of a car.

Part B
The following criteria will be further explored at the interview stage:

- Demonstrates relevant knowledge of the subject area.

- Demonstrates an understanding of curriculum development both generally and in a specialist area.
- Experience of developing effective schemes of work and lesson plans.
- Highly developed oral communication skills.
- Experience of learning disabilities and autism and techniques that support people best into employment

Flexibility in working hours – the normal service delivery hours are Mon to Thurs 9am-9pm and Friday 9am-4pm. There is occasional weekend delivery by agreement only. Tutors may be required to teach up to two evenings per week although by mutual agreement more evenings may be taught. For staff who support and work with LLDD, 16-18 year olds and Family Learning DBS clearance is required.

Additional Requirements

Flexibility in working hours – the normal service delivery hours are Mon to Thurs 9am to 9pm and Friday 9am to 4pm. There is occasional weekend delivery by agreement only. Tutors may be required to teach up to two evenings per week although by mutual agreement more evenings may be taught. For staff who teach LLDD, 16-18 year olds and Family Learning DBS clearance is required.