# **PERSON SPECIFICATION:** Specialist Higher Level Teaching Assistant **POST REFERENCE:** 106913

**HARTLEPOOL BOROUGH COUNCIL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS. IF THIS POST IS SUBJECT TO SAFER RECRUITMENT MEASURES THEN A DISCLOSURE AND BARRING SERVICE (DBS) CHECK WILL BE REQUIRED.**

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| REQUIREMENTS | ESSENTIAL CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) | DESIRABLE CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) |
| * **Educational/vocational/ occupational qualifications and/or training** * **Specific qualifications (or equivalents)** | * Working at or towards the competency standards for Higher Level Teaching Assistants or equivalent   (F) | NNEB, HLTA, NVQ or degree in Child development/psychology/Autism Spectrum Disorder  Training and/or experiences in autism such as TEACCH, PECS, SCERTS, Portage, Intensive Interaction, (F, I) |
| * **Work or other relevant experience** | * Experience of working with young children with social communication difficulties/autism and children with complex needs * A background of work with families/carers and/or in day care or primary schools   (F/I/R) | Worked with adults and children  Work in mainstream/community settings  Work or other experience with typically developing children  Worked with support services  Working to support parents  Facilitating parents support groups/ networks  Worked alongside other professionals e.g. Educational Psychologists, Speech and Language Therapists, Physiotherapists, OT, CAMHS etc.  (F/I/R) |
| **ESSENTIAL/DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)** | | |

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| REQUIREMENTS | ESSENTIAL CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) | DESIRABLE CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) | |
| * **Skills, abilities, knowledge and competencies** | * Excellent interpersonal and communication skills I, R * Punctual and reliable * The ability to work independently and as part of a team I,R * An ability to reflect on their practice and an enthusiasm for learning – I, R * A commitment to their continuing professional development - I * An inclusive, flexible approach – I * Awareness of policy, procedures and legislation relating to child protection and health and safety (F,I) | tieodeo  Attendance at training about autism, vulnerable brains, Early Bird Plus, sensory processing, visual supports, social stories or other strategies – ideally, practical experience of implementing these.  Actively seeks information to assist in work e.g. from internet, books,  Use of symbol software e.g. Communicate in print  (F/I/R) | |
| * + **General competencies** | * Basic literacy skills – to make notes, write a letter, correspond via email (F, I, R) * Basic IT skills - can upload photographs and create captions in word/PowerPoint/publisher F I, * Ability to travel independently throughout the borough, I |  | |
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Please note all appointments within Hartlepool Borough Council are subject to a declaration of medical fitness by the Council’s Occupational Health Service (having made reasonable adjustments in line with the Equality Act (2010) where necessary.