

FACTOR	ESSENTIAL	DESIRABLE	MEANS OF ASSESSMENT
1 SKILLS, KNOWLEDGE AND APTITUDES	<ul style="list-style-type: none"> ♦ Excellent written and oral communication skills ♦ Excellent numeracy/literacy skills. ♦ Able to persuade, influence and gain co-operation ♦ Excellent ICT skills and ability to use them effectively to support learning ♦ Able to work constructively as part of a team 	<ul style="list-style-type: none"> ♦ Understanding of classroom roles and responsibilities ♦ Awareness of relevant legislation relating to child protection ♦ Understanding of principles of child development and learning processes ♦ Able to use other equipment/technology – video, photocopier ♦ Working knowledge of relevant policies and awareness of relevant legislation ♦ Working knowledge of national curriculum and other relevant learning programmes/strategies 	Interview Application form References
2 QUALIFICATIONS AND TRAINING	<ul style="list-style-type: none"> ♦ Degree or equivalent qualification or experience 	<ul style="list-style-type: none"> ♦ Appropriate first aid training 	Application form Certificates Interview
3 EXPERIENCE	<ul style="list-style-type: none"> ♦ Working with children of relevant age in a learning environment ♦ Managing pupil behaviour ♦ Selecting and preparing resources for use in classroom ♦ Supervising pupils, under an agreed system of supervision 	<ul style="list-style-type: none"> ♦ Invigilating internal and external examinations, under supervision ♦ Supervising staff ♦ Administering, assessing and marking tests ♦ Experience in working with teachers 	Application form Interview References

4 DISPOSITION	<ul style="list-style-type: none"> ◆ Able to relate well to children and adults ◆ Able to work with minimal supervision ◆ Able to respond effectively to problems ◆ Good team worker with a flexible approach to work ◆ Committed to equal opportunities in all school activities ◆ Able to work under pressure and meet deadlines ◆ Ability to motivate young people 		Interview References
5 SPECIAL REQUIREMENTS	<ul style="list-style-type: none"> ◆ No adverse criminal record ◆ Willing to take part in out-of-hours school activities 	<ul style="list-style-type: none"> ◆ Full Driving Licence ◆ Willingness to be a minibus driver taking the appropriate tests 	Recruitment Monitoring Form Interview