

## Person Specification: Learning Support Assistant

| Criteria                      | Essential  | Desirable   | How Identified                              |
|-------------------------------|--|---|---|
| <b>Knowledge/Experience</b>   | <ul style="list-style-type: none"> <li>• Experience of working within an educational or Care setting with adults or young people.</li> <li>• Experience of working with students with learning difficulties and/or disabilities</li> </ul>   | <ul style="list-style-type: none"> <li>• Experience of working with young people aged 16-19</li> <li>• Experience of or willingness to train, in order to offer personal care support to students with a physical disability</li> </ul>   | Application form<br>Interview<br>References |
| <b>Skills/Abilities</b>       | <ul style="list-style-type: none"> <li>• Ability to deal with challenging behaviour.</li> <li>• Ability to act on own initiative.</li> <li>• Ability to motivate and encourage students.</li> <li>• Ability to observe and monitor progress and maintain records.</li> <li>• Good IT skills</li> <li>• Ability to provide quality support to students at college</li> </ul>  | <ul style="list-style-type: none"> <li>• Counselling skills</li> </ul>  | Application form<br>Interview<br>References |
| <b>Qualification/Training</b> | <ul style="list-style-type: none"> <li>• Good general knowledge of English and Mathematics to GCSE level or equivalent. (A-C)</li> </ul>   | <ul style="list-style-type: none"> <li>• Basic Skills qualification Level 2 or Level 3</li> <li>• NVQ in Care or similar</li> <li>• Makaton /British Sign Language training</li> <li>• Specialist training – disability and/or learning difficulties</li> <li>• NVQ Supporting Teaching and Learning</li> </ul> | Application Form                            |
| <b>Personal Qualities</b>     | <ul style="list-style-type: none"> <li>• Good communication skills</li> <li>• Calm, patient with a sense of humour</li> <li>• Team Player</li> <li>• Flexible attitude</li> <li>• Ability to promote and safeguard the welfare of students</li> <li>• A willingness to support during the annual student residential and annual pantomime.</li> <li>• A willingness to work occasional unsociable working hours out of the college usual working day.</li> </ul> |   | Application Form<br>Interview<br>References |
| <b>Other Criteria</b>         |  |   |   |

*You will be required to obtain an Enhanced Disclosure certificate for this post. The college will provide you with an application form if you are successful. You may wish to obtain further information from the DBS information line, 0870 90 90 811 or [www.homeoffice.gov.uk/db](http://www.homeoffice.gov.uk/db) Any relevant issues arising from references will be discussed with you.*