



King James's School Person Specification

Post Title: Educational Teaching Assistant (ETA)

Grade 6

Requirement	Essential	Desirable
Qualifications and Experience		
Experience of working with children/young people	✓	
Experience in a similar role	✓	
Experience of working in a school environment	✓	
Experience of supporting a class teacher to deliver the curriculum	✓	
Experience of delivering small group and one to one support to students	✓	
Relevant Teaching Assistant qualification		✓
General and specialist knowledge		
Excellent numeracy and literacy skills in order to support students with their work	✓	
Knowledge of the National Curriculum	✓	
Understanding of child development and learning		✓
Communication skills		
Ability to communicate verbally with a wide variety of stakeholders including staff, students and parents/carers	✓	
Ability to build respectful and appropriate relationships with a variety of stakeholders including staff, students and parents/carers	✓	
Ability to communicate and work with students exhibiting challenging behaviour	✓	



Time management		
Ability to work under time pressure; organising and prioritising work accordingly	✓	
Ability to demonstrate flexibility to meet the needs of the school	✓	
Personal Attributes		
Ability to work as part of a team as well as independently	✓	
Responsive to change	✓	
Committed to continued professional development and self-evaluation	✓	
Wider school		
Committed to safeguarding the welfare of students	✓	
Committed to equality	✓	
Willingness to be involved in the wider life of the school	✓	