



## HLTA person specification

## St Michael's Catholic Primary School

	Essential	Desirable
<b>Qualifications and training</b>	<p>The successful candidate will:</p> <ul style="list-style-type: none"> <li>• Have HLTA status or QTS.</li> <li>• Meet the HLTA standards or equivalent.</li> </ul>	<p>The successful candidate may also have:</p> <ul style="list-style-type: none"> <li>• First aid training.</li> <li>• Relevant qualifications to at least level of qualification.</li> <li>• Evidence of relevant CPD.</li> <li>• Evidence of relevant safeguarding training</li> </ul>
<b>Skills and experience</b>	<p>The successful candidate will have:</p> <ul style="list-style-type: none"> <li>• Demonstrable levels of numeracy and literacy.</li> <li>• Experience of working in a school setting.</li> <li>• Experience of working with pupils with SEND.</li> <li>• Experience of teaching individuals, groups and whole classes.</li> <li>• Effective oral and written communication skills.</li> <li>• Good organisational and time management skills.</li> <li>• Strong ICT skills.</li> </ul>	<p>The successful candidate may also have:</p> <ul style="list-style-type: none"> <li>• Experience leading and managing other support staff.</li> <li>• Experience in a specialist area.</li> <li>• Experience in multi-agency working.</li> </ul>
<b>Knowledge</b>	<p>The successful candidate will have:</p> <ul style="list-style-type: none"> <li>• Knowledge of the HLTA standards.</li> <li>• Knowledge of relevant school policies, including safeguarding.</li> <li>• Knowledge of the curriculum.</li> </ul>	<p>The successful candidate may also have:</p> <ul style="list-style-type: none"> <li>• Knowledge of a specialist area.</li> <li>• Knowledge and experience of first aid procedures</li> </ul>



<b>Personal traits</b>	<p>The successful candidate will be:</p> <ul style="list-style-type: none"><li>• Able to build successful working relationships.</li><li>• Adaptable.</li><li>• Able to work independently and in a group.</li><li>• Empathetic with those facing barriers to their learning.</li></ul>	
<b>School Ethos</b>	<p>The successful candidate will demonstrate;</p> <ul style="list-style-type: none"><li>• Commitment to support the Catholic ethos of the school</li><li>• Commitment and enthusiasm to motivate and support the learning of children of all abilities and backgrounds, including vulnerable learners.</li></ul>	<p>The successful candidate may also:</p> <ul style="list-style-type: none"><li>• Be a practicing Catholic</li><li>• Experience of working with and/or developing links with parents/carers and the wider community.</li></ul>