

TEACHING ASSISTANT - PERSON SPECIFICATION

Pangbourne College is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

Job Title: Teaching Assistant Department: Academic			
Qualifications	Essential	Desirable	Method of assessment
GCSE level qualification in Maths, English and Science - or equivalent	★		Application form Interview
Honours degree in appropriate subject or equivalent		★	
Skills and Experience	Essential	Desirable	Method of assessment
An excellent communicator - written and spoken	★		Application form Interview References Assessment exercise
Ability to clarify instructions for pupils	★		
To be able to use ICT appropriately to support learning	★		
Good time management	★		
Excellent organisational and planning skills	★		
A proven ability to deal confidently with staff, students and parents	★		
Experience of a School Environment		★	
Proficient in software packages i.e. Google Classroom, Microsoft Suite to support teaching and learning		★	

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Personal Qualities	Essential	Desirable	Method of assessment
Outgoing, positive attitude	★		Interview
Can do and flexible attitude	★		Assessment exercise
Self-motivated and willing to take the initiative	★		
The ability to multitask, be flexible and prioritise workload	★		
The ability to work calmly under pressure and respond positively to varying workloads and deadlines	★		
Ability to form and maintain appropriate relationships and personal boundaries with young people.	★		
Special requirements	Essential	Desirable	
Promoting and safeguarding the welfare of children	★		
Compliance with Pangbourne College's Child Protection and Safeguarding Policy	★		
Current driving licence Own transport - Pangbourne is in a rural location with limited public transport links	★		
Right to work in the UK	★		