

BOROUGH OF POOLE
PERSON SPECIFICATION



Job Title:	Midday Assistant Level 1
Job Reference:	SCH005
School:	

ATTRIBUTES	CRITERIA	METHOD OF ASSESSMENT
Experience	<ul style="list-style-type: none"> • Previous experience not required 	Application form Interview References
Qualifications & Training	<ul style="list-style-type: none"> • Willingness to attend school-based training 	Application form Certificates Interview
Aptitudes & Abilities	<ul style="list-style-type: none"> • Ability to establish positive expectations of pupils' behaviour and a sensitivity to pupils' personal needs • Good interpersonal skills • Discretion and sensitivity • Ability to work under own initiative • Ability to manage some challenging behaviour from pupils • Ability to handle confidential information with discretion 	Application form Interview References
Knowledge	<ul style="list-style-type: none"> • Knowledge of school's behaviour and management policy and procedures (training provided in school) • Knowledge of school's fire and emergency procedures (training provided in school) • Knowledge of Child Safeguarding procedures (training provided in school) 	Application form Interview References
Attitude / Motivation	<ul style="list-style-type: none"> • Self motivated • Team player 	Application form Interview References
Other Factors	<ul style="list-style-type: none"> • Commitment to Equal Opportunities • Enhanced CRB check 	Application form Interview References CRB process