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|  | Person Specification |
| Job Title | **Learning Support Assistant Team Leader** |

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| **Qualifications** |  |
| Essential |  |
| * Level 3 qualification in Learning Support or a willingness to work towards within an agreed timescale (18 months). * Maths and English Functional Skill at Level 2 or GCSE Grade C/4 or willingness to work towards within an agreed timescale (18 months) * Level 3 Coach Mentor qualification or willingness to work towards within an agreed timescale (18 months) | A/I    A/I |
| **Key skills** |  |
| Essential |  |
| * Proven ability to prioritise and manage own time, working to strict deadlines as determined by DPQ&FE and Learning and Teaching Managers * Manage and develop effective support and interaction with a broad and diverse range of learners, staff and external agencies * A positive attitude towards team working providing a role model that consistently demonstrates working to high expectations * Ability to maintain professional boundaries including confidentiality * Ability to work in a challenging and pressured environment and to develop strategies with LSA to be able to do the same * Commitment to a learner-centred culture and high standards of support * Understanding of learners with complex needs | A/I |
| **Experience** |  |
| Essential |  |
| * Proven ability to stretch and challenge staff performance using IPRs, coaching and mentoring and capability and compliance procedures * Proven ability to promote and plan staff personal development in order to meet the high expectations set by the QIM * Line management experience | A/I |
| Desirable |  |
| * Working in a specialist educational environment with complex and challenging learners * Minimum 3 years LSA experience |  |
| **Knowledge** |  |
| Essential |  |
| • Ability to understand individual rights and needs of young adults with disabilities | A/I |

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| * Ability to share best practice in order to promote excellence in learning support * Knowledge of quality assurance systems |  |
| **Other personal requirements** |  |
| Essential |  |
| * Flexibility to work the hours and days to meet the varying needs of the college * Commitment to promoting equality of opportunity, inclusive learning and to combating discrimination of all forms * A commitment to promoting and safeguarding the welfare of learners and citizens | A/I |
| Desirable |  |
| * Access to a vehicle * Willing to drive college transport | A |

 **How we intend to assess your match with our person specification**

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|  | Person Specification |
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**A** Application Form **C** Assessment Centre **I** Interview

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