



Job Description- Higher Level Teaching Assistant

Higher Level Teaching Assistant (HLTA)

Term Time 32.5 hours per week

Abertillery Learning Community

The learning community is seeking to appoint an ambitious and creative HLTA to work across the primary phase. The successful candidate will provide classroom cover.

Our ideal candidate will have enthusiasm, excellent communication skills and great attention to detail. They will have a passion for lifelong learning and be strong role models for learners and staff.

A commitment to CPD and flexibility in approach to the role will be essential as we continue on our improvement journey.

ALC is based in the town of Abertillery. It is comprised of a Secondary Campus and 3 Primary campuses, Six Bells Campus, Roseheyworth Rd Campus and Tillery St Campus. It is an exciting and unique organisation and, as a multi campus all through school, all staff are afforded a wide range of opportunities for carefully co-ordinated cross phase working that supports both learner and staff development.

All completed forms should be returned via email to recruit@abertillery3-16.co.uk

To find out more about us please visit our website – www.abertillery3-16.co.uk or find us on social media @ALC3to16

We are legally obliged to ask you to provide evidence of your right to work in the UK. Pre-employment checks will be undertaken before any appointment is offered and all posts are subject to an enhanced clearance by the Disclosing and Barring Service.

This post requires a registration with the Education Workforce Council (EWC) under the category of school support worker and registration will need to be in place prior to commencement in the role. Information on how to register with the Education Workforce Council (EWC) can be found on the following website <http://www.ewc.wales/> or by telephoning, 02920 460099

Person Specification

Essential Criteria	How Identified	Desirable Criteria	How identified
SKILLS Can use ICT effectively to support learning Ability to organise, lead and motivate a team Ability to relate well to children and adults	Application Form and Selection Process Application Form and Selection Process Application Form and Selection Process	Constantly improve own practice/ knowledge through self-evaluation and learning from others	Application Form
KNOWLEDGE & UNDERSTANDING Understanding of statutory frameworks relating to teaching in a 3-16 learning environment Experience working with children of relevant age in a learning environment. Working knowledge and experience of implementing curriculum for Wales and other relevant learning programmes/strategies Good understanding of child development and learning processes Full working knowledge of relevant policies/codes of practice/legislation	Application Form Application Form Application Form and Selection Process Application form and Selection Process Application Form	Work constructively as part of a team, understanding classroom roles and responsibilities and your own position within these	Application form and Interview
QUALIFICATIONS/ TRAINING Meet Higher Level Teaching Assistant standards or equivalent qualification with relevant experience or be eligible to meet the HLTA standards and able to demonstrate relevant experience (please see selection criteria) Training in relevant learning strategies e.g. literacy and numeracy	Application Form Prior consideration will be given to those currently meeting the HLTA standards Application Form	Specialist skills/training in curriculum or learning area e.g. bi-lingual, sign language, ICT	Application Form and Selection Process