

Person Specification for Specialist College Lunchtime Assistant

	Essential	Desirable	Assessed via		
Qualifications					
Full Food Hygiene certificate		✓	Application form & certificate		
Experience					
Experience working with teenagers or young adults	✓				
Experience working in a school, College or similar environment		✓	Application form		
Experience working in a special school or College		✓	Application form		
Knowledge and Skills					
Understands the needs of students with learning difficulties		✓	interview		
Experience leading social activities		✓	interview		
Able to, speak and write in grammatically correct English	✓		Interview/ task		
Ability to read and write adequately to be able to read and understand pupil documentation and produce brief written incident reports.	✓		task		
Ability to speak more than one language		✓	interview		
Personal Qualities					
Willing to attend to the personal care needs of disabled young adults including toileting and feeding	✓		interview		
The candidate is willing to put our students needs at the centre of all they do at work.	✓		interview		
Reliable. Excellence record in both attendance and punctuality.	✓		Reference		
Able to work in team	✓		Interview task		
Able to work under own initiative when the situation demands this	✓		Task in tray		
Sensitivity to the challenges faced by students, staff and families	✓		Task in tray		
Approachable, polite and professional	✓		Interview		
Resilient. Able to meet demands of a challenging high pressured environment and deal with emergencies when required	✓		interview		
Flexible. Able to manage last minute changes when required	✓		interview		
Able to undertake all aspects of the role	✓		interview		
High expectations of self and others	✓		interview		
Well-groomed and presented in line with requirement of the role.	✓		interview		
Committed to equality of opportunity for all	✓		interview		

