Lancashire County Council

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| **Person specification form** | | | | |
| **Job title:** Behaviour/Emotional Literacy Support Assistant (ELSA) | | | **Grade:** Grade 6 | |
| **Establishment or team:** The Coastal Collective CIO | | | | |
| **Requirements**  **(based on the job description)** | | **Essential (E)**  **or**  **desirable (D)** | | **To be identified by: application form (AF),**  **interview (I),**  **test (T), or**  **other (give details)** |
| **Qualifications** | |  | |  |
| NVQ level 3 qualification (or equivalent) | | E | | AF |
| Level 2 or equivalent qualification in English/Literacy and Mathematics/Numeracy | | E  D | | AF  AF |
| ELSA Training | |  | |  |
|  | |  | |  |
| **Experience** | |  | |  |
| Experience of working with children | | E | | AF |
| Experience of working with children in a relevant classroom/other setting | | E | | AF |
| Experience of supporting pupils with Social, Emotional and | | E | | AF/I |
| Mental Health needs | | E | | AF/I |
| Experience of coaching colleagues and peers | | D | | AF/I |
| Experience of devising and monitoring individual targets and behaviour plans | | D | | AF/I |
| **Knowledge, skills and abilities** | |  | |  |
| Ability to relate well to children | | E | | AF/I |
| Ability to work as part of a team | | E | | I |
| Good communication skills | | E | | AF/I |
| Ability to relate well to parents/carers | | E | | AF/I |
| Ability to supervise and assist pupils | | E | | AF/I |
| Time management skills | | D | | AF/I |
| Organisational skills | | E | | AF/I |
| Knowledge of classroom roles and responsibilities | | E | | AF/I |
| Knowledge of the concept of confidentiality | | E | | I |
| First Aid Certificate | | D | | AF |
| Administrative skills | | D | | AF/I |
| Knowledge of Foundation Stage/National curriculum | | E | | AF/I |
| Knowledge of numeracy and literacy strategies | | E | | AF/I |
| Ability to make effective use of ICT | | E | | I |
| Ability to assess children’s development | | E | | AF/I |
| Ability to plan and deliver work programmes | | E | | AF/I |
| Flexible attitude to work | | E | | AF/I |
| **Other** (including special requirements) | |  | |  |
| 1. Commitment to safeguarding and protecting the welfare of children and young people | | E | | I |
| 1. Commitment to equality and diversity | | E | | I |
| 1. Commitment to health and safety | | E | | I |
| 1. Commitment to attendance at work | | E | | I |
| 1. Commitment to undertake in–service development | | E | | I |
| **Prepared by:** | The Coastal Collective | **Date:** | | 26th March 2023 |
| **Note: We will always consider your references before confirming a job offer in writing**. | | | | |