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  | ED | AFAF |
| 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**. |