



SKILLS FOR LIFE: EMPLOYMENT AND FUTURE PATHWAYS

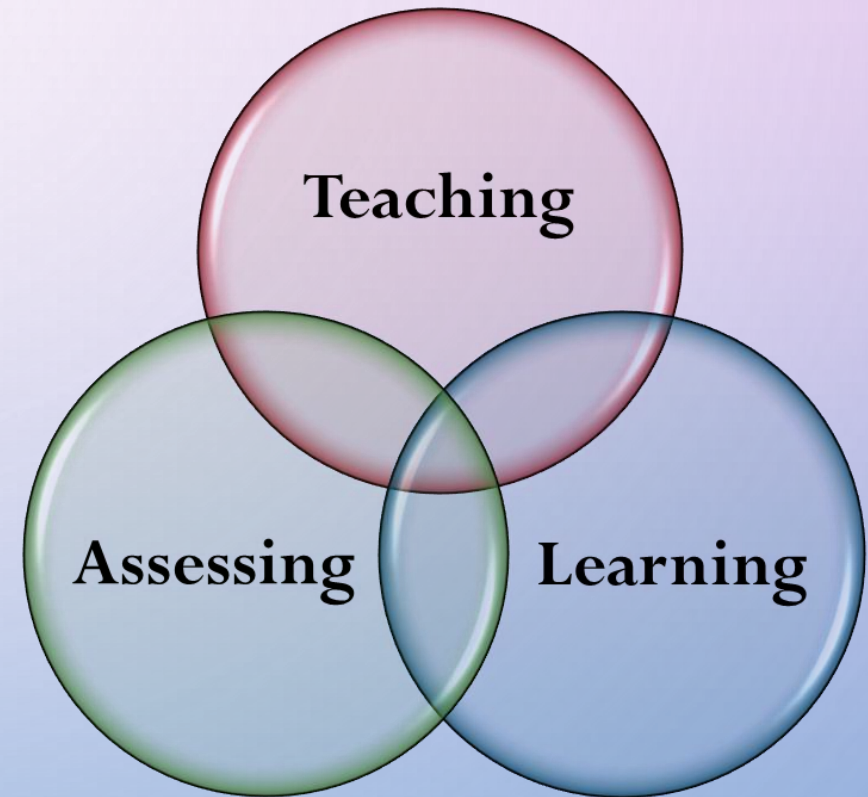
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HIGHER LEVEL TEACHING ASSISTANT (HLTA)

□ WHAT IS A HLTA

- “Leading small groups of pupils or whole classes
- Attending staff meetings
- Assisting teachers in guidance to support staff
- Preparing and developing resources
- Reporting on the progress made by pupils.”

(Edustaff, 2020).

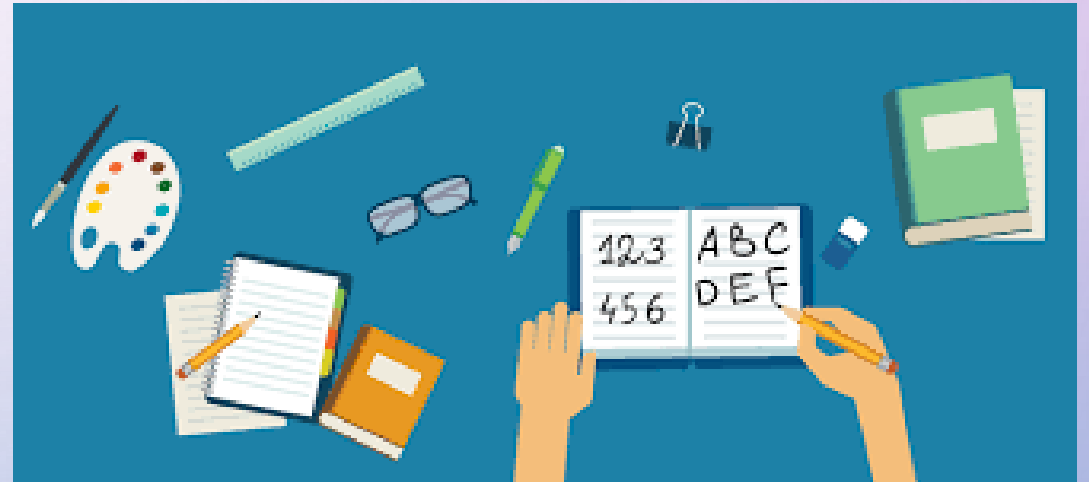


EMPLOYMENT OPPORTUNITY

Expectations

- “Meet HLTA standards or equivalent qualification or experience
- Hold relevant qualifications at Level 3 minimum
- Demonstrate numeracy and literacy skills to GCSE (A – C)
- Have a minimum two years’ experience in a teaching assistants role.”

(LinkedIn, 2020)



EMPLOYMENT OPPORTUNITY

Duties



- “Teaching small groups of students
- Offering cover supervision in teacher absence
- Organising classroom activities – planning and setting out resource
- Providing verbal and written feedback on classroom sessions to teaching staff
- Promoting inclusion of all pupils in a learning environment
- Working with staff to evaluate pupils’ learning progress
- Contributing to observation and assessment in classroom environments.”

(LinkedIn, 2020)

PROFESSIONALISM

What if professionalism?

It is, “the conduct, aims, or qualities that characterise or mark a profession or a professional person.”

(MindTools, 2020).



- ✓ “Competency
- ✓ Honesty and integrity
- ✓ Accountability
- ✓ Self-regulation
- ✓ Looking the part
- ✓ Be polite
- ✓ Honor your commitments.”

(MindTools, 2020).

Personal Characteristics

- ❖ Excellent communicator
- ❖ Integrity
- ❖ Outstanding time management
- ❖ Skilful team member
- ❖ Respectful
- ❖ Punctual

TEAMWORK

Attributes

- Confidence
- Calming affect
- Patience
- Open mindedness
- Listening skills
- Collaborative skills



Effective Team

- ✓ “Communication skills”
 - Verbal and non-verbal
- ✓ “Support Skills”
 - Congratulating and consoling
- ✓ Collaborators not competitors.
(WikiJob, 2020).
- ✓ Contributors

Creative Thinking

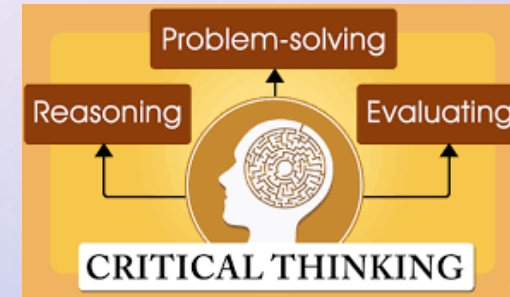
“Is the ability to invent and/or create something new. It is based on looking at things in a new way that hasn’t previously been considered.”
(Tomaszewski, 2020).



- Thinking outside of the box
- Problem solving
- Open-Mindedness
- Generate a positive outcome

Critical Thinking

“The objective analysis and evaluation of an issue in order to form a judgement.”
(Oxford English Dictionary, 218).



- Identifying
- Reasoning
- Problem solving
- Evaluating
- Analysing

ORGANISATIONAL SKILLS

“The ability to efficiently manage your time, workload and resources.”

(McGurgan, 2018).



- “Creating and keeping deadlines
- Delegation
- Goal setting and meeting goals
- Decision making
- Team management”

(MacIntosh, (2017)



- Planning
- Paperwork
- Marking
- Punctuality
- Time management
- Support management

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THANK YOU FOR LISTENING



