



Person Specification

Job Title: Sighted Assistant

Qualifications	Essential	Desirable
Level 2 qualification in English and Maths or equivalent	✓	
Level 4 qualification in a computing or media discipline		✓
Willingness and ability to obtain and/or enhance qualifications and training for development in the post.	✓	
Experience		
Experience of working in a school environment		✓
Experience of working as a sighted guide or assistant		✓
Experience of working with children with challenging behaviours		✓
Experience of using data to measure and monitor progress and attainment	✓	
Experience of effectively working with parents/carers and other external agencies	✓	
Experience of working flexibly to meet business needs	✓	
Skills		
Ability to describe visual content verbally, including human reader skills		✓
Excellent knowledge of office suites including Microsoft Office and Google Workspace	✓	
Knowledge of media based tools such as Photoshop, Audacity and video editing		✓
Excellent interpersonal, communication and listening skills	✓	
Exposure to programming concepts such as looping, conditionals etc		✓

Efficient and effective organisational skills, including ability to prioritise your workload	✓	
Ability to effectively manage student behaviour that promotes and supports learning	✓	
Ability to respect and maintain confidentiality, including following general data protection regulations	✓	
Ability to relate to students in a pleasant the empathetic manner and to recognise potential child safeguarding issues	✓	
Ability to work as a team member and to use your own initiative as the situation dictates	✓	
Other		
Satisfactory DBS check	✓	