



# School Librarian Teaching Assistant Required

## Permanent Position

At Lathom Junior School, we believe that all our pupils deserve the best education we can give them. We work hard to create a successful learning culture which will enable all pupils to become informed, confident, enthusiastic, inspired and independent learners for life. We have developed an ethos where we continually try to spark pupil's interest; their quality of learning is central to the school's work and purpose. All pupils are encouraged to achieve their full potential and celebrate their achievement.

Reading is a key priority at Lathom Junior School, where it is our mission is to ensure that all pupils become confident and fluent readers, where they are excited and motivated to read; they are able to access a range of high-quality reading materials/genres throughout the learning day and choose to read in their independent learning and free time.

We are seeking a committed and enthusiastic school librarian who will support the reading coordinator in the day to day running of the School Library. The successful candidate will assist staff with library-based lessons, including preparing necessary books and resources in advance to support teaching, learning and research projects; keeping book shelves and records in order and the organising and running of a range of reading interventions. The successful candidate will have experience of working with pupils in a variety of settings and be a confident and fluent reader who expresses a love for literature.

### Job specification

You will be a positive role model leading by example

- You will be a confident and fluent reader
- Display a keen interest in children's literature
- Assist in promoting and developing library awareness throughout the school
- Assisting in the day-to-day running of the library, maintaining an atmosphere conducive to study
- Assisting as required in non-professional duties e.g. labelling, covering, repair and shelving of stock etc
- Take responsibility for organising and delivering a range of reading interventions
- Work closely with the Assistant Head who is the school reading co-ordinator
- Promote good pupil behaviour and encourage pupils to interact positively with their peers
- Adhere to school's policies and procedures pertaining to support staff

### Skills

- Library experience is desirable and ideally have been gained in a school environment
- Excellent communication and inter-personal skills
- Well-organised and efficient, with a strong attention to detail
- Ability to manage multiple tasks
- Ability to work as part of a team
- Knowledge, understanding and competence in IT
- Ability to manage and communicate with large groups of young people
- Behavioural management skills
- Learning support skills
- Ability to manage and disseminate information in a range of different media
- Knowledge of children's literature and information sources
- Energy, enthusiasm and initiative
- Flexibility
- Knowledge of the Key Stage 2 curriculum
- Demonstrating understanding of how language barriers can affect learning

### Desirable Qualifications

- Bachelor's degree or equivalent
- Equivalent experience in an educational or library setting

**Application details are available of the NPW website:**

- Closing date: **Thursday 3<sup>rd</sup> March** at 12 noon
- If you are shortlisted, you will be contacted and asked to come into school to sit a test in Reading on: **Thursday 10<sup>th</sup> March** at 3:45pm
- Applicants will then be further short-listed and successful applicants will be invited for an observation working with the children and an interview on **17<sup>th</sup> March 2022**.

The school expects all staff and volunteers to share our commitment to safeguarding and promoting the welfare of our students. The successful applicant will be subject to an Enhanced Disclosure Barring Scheme check.