

HIGHER LEVEL TEACHING ASSISTANT (HLTA) – NUMERACY INTERVENTION

Part-time or full time (minimum 3 days per week)

36 hours per week, 39 weeks per year (term time plus 5 INSET days for full-time hours)



Actual salary:

Qualified HLTA: £29,600 - £32,763

Unqualified HLTA: £25,632 - £28,412

Are you passionate about mathematics and helping young people develop the skills and confidence to succeed? Do you have a mathematics degree or equivalent relevant experience and want to use your knowledge to make a real difference?

At St Joseph's Specialist Trust, we are seeking a motivated and enthusiastic Higher Level Teaching Assistant to deliver targeted numeracy interventions to our students. Working closely with the Assistant Head responsible for Mathematics, you will help young people develop their mathematical understanding, build confidence and achieve their individual learning goals.

Based in Cranleigh, Surrey – midway between Guildford and Horsham – St Joseph's is a specialist SEN school, college, children's home and adult supported living provision. Set within a beautiful 23-acre site on the edge of the Surrey Hills, we support children and young people aged 5-19 with complex learning disabilities, autism, severe social communication difficulties and behaviours that challenge.

About the role

This is a specialist numeracy intervention role, focused on supporting students to develop their mathematical knowledge and practical numeracy skills. Working alongside the Assistant Head responsible for Mathematics, you will deliver engaging, structured learning sessions to individuals and small class groups, adapting your approach to meet a range of learning needs and abilities.

You will support students to develop their mathematical understanding up to Functional Skills Level 2, helping them build the skills they need for greater independence, further learning and everyday life via small group lesson delivery.

You will be responsible for delivering targeted learning activities, monitoring student progress and adapting interventions to help each student achieve their potential. You will work collaboratively with colleagues to ensure that numeracy provision is accessible, engaging and responsive to individual needs.

Our students have a wide range of complex needs, and many require a personalised approach to learning, with clear communication, consistency, patience and encouragement. Experience of working with autistic students is desirable, although we welcome applications from candidates with the right mathematical knowledge, relevant experience and a genuine commitment to supporting young people with additional needs.

Full training and ongoing support will be provided, including training in positive behaviour support and physical intervention when required.

Working hours

We offer both part-time and full-time opportunities, with a minimum commitment of three days per week. For full-time hours, the working week is 36 hours across 39 weeks per year (term time plus 5 INSET days), with the usual school-day hours:

- Monday: 8:30am – 4pm
- Tuesday to Thursday – 8:30am -4:15pm
- Friday: 8:30am – 3:45pm

Part-time working patterns will be discussed with the successful candidate, subject to the needs of the service.

Who we're looking for

We welcome applications from candidates who have:

- A degree in Mathematics or equivalent relevant mathematical knowledge and experience
- Qualified HLTA status, or experience and skills appropriate for an unqualified HLTA appointment
- Strong mental, emotional and physical resilience is essential as our pupils' present behaviours that challenge
- The ability to explain mathematical concepts clearly and adapt learning to suit different abilities
- The confidence to deliver structured numeracy sessions to individuals and groups, supporting learning up to Functional Skills Level 2
- Strong communication, organisation and teamwork skills.
- A patient, flexible and encouraging approach to helping students overcome barriers to learning.

Experience of working with autistic students or young people with special needs is desirable. Due to our semi-rural location, please do consider your commute to Cranleigh prior to application.

Why join St Joseph's?

We value and invest in our staff and offer a wide range of benefits, including:

- Free lunch during term time, prepared by our in-house catering team
- Ample free onsite parking
- £1,000 retention bonus for new employees:
 - £250 after 1 month, £250 after 1 year & £500 after 18 months
- Life insurance and Medical Cashplan
- Comprehensive induction programme
- Regular training, supervision and 1:1 mentoring
- 24/7 Employee Assistance Programme with confidential wellbeing and counselling support
- Access to Adult Mental Health First Aiders and Occupational Health support
- Discounted fitness classes with Surrey Fitness Camps and Go Fest Active Studio
- Excellent opportunities for career progression and promotion
- A supportive and welcoming multidisciplinary team environment
- The opportunity to work within a beautiful countryside setting on the edge of the Surrey Hills

How to apply

In line with safer recruitment guidance, shortlisting is based solely on receipt of a fully completed Trust application form. For an application pack, including the application form, job profile and person specification, please visit our website or email: recruitment@st-josephscranleigh.surrey.sch.uk

Please note that we are unable to sponsor applicants to relocate from overseas or convert study visas into work visas at this time.

Closing date: Wednesday 18th November 2026

Interviews and selection activities will take place shortly afterwards. Further details will be provided to shortlisted candidates. If appointed, you will be required to complete Team Teach positive behaviour support training as part of your induction prior to commencing employment (refreshed annually).

St Joseph's Specialist Trust is committed to safeguarding and promoting the welfare of children and young people. This role requires an enhanced DBS check and satisfactory references.