

## Learning Behaviour Support Assistant

### Objective

The Learning Behaviour Support Assistant is responsible for assisting in promoting the learning and personal development of the students to whom they are assigned, to enable the students to make best use of the educational opportunities available. The Learning Behaviour Support Assistant is directly responsible to SENCO.

### Primary Responsibilities

The Learning Behaviour Support Assistant is required to liaise with SENCO and teachers as directed in the following areas:

- Aid students to learn as effectively as possible both in group situations and individually by, for example:
  - Clarifying and explaining instructions
  - Ensuring students are able to use equipment and materials provided
  - Motivating and encouraging students as required by providing levels of individual attention, reassurance and help with learning tasks as appropriate to students' needs
  - Assisting in weaker areas, e.g. speech and language, reading, spelling, numeracy, handwriting/presentation etc.
  - Using praise, commentary, and assistance to encourage students to concentrate and stay on task
  - Liaising with teachers, SENCO and other professionals about individual education plans (IEPs) and Learning Support Plans (LSPs), contributing to the planning and delivery as appropriate
  - Providing additional nurture to individuals when requested by teachers or SENCO
  - Consistently and effectively implementing agreed behaviour management strategies
  - Helping to make appropriate resources to support students
- Establish supportive relationships with students concerned
- Promote the acceptance and inclusion of students with SEND, encouraging students to interact with each other in an appropriate and acceptable manner
- Monitor students' responses to the learning activities and, where appropriate, modify or adapt the activities as agreed with teachers to achieve the intended learning outcomes
- Give positive encouragement, feedback, and praise to reinforce and sustain students' efforts and develop self-reliance and self-esteem
- Support students in developing social skills both in and out of the classroom
- Support the use of ICT in learning activities and with specific programmes to support learning
- Provide regular feedback on students' learning and behaviour to teachers/SENCO, including feedback on the effectiveness of the behaviour strategies adopted
- Under the direction of teachers, carry out and report on systematic observations of students to gather evidence of their knowledge, understanding and skills upon which the teacher makes judgements about their stage of development
- When working with a group of students, understand and use group dynamics to promote group effectiveness and support group and individual performance
- Know and apply school policies on Child Protection, Health and Safety, Behaviour, Teaching and Learning, Equal Opportunities etc.
- Where appropriate, develop a relationship to foster links between home and school, and to keep the school informed of relevant information

- Be aware of confidential issues linked to home/student/teacher/school
- Contribute towards reviews of the students' progress as appropriate
- Comply with legal and organisational requirements for maintaining the health, safety and security of themselves and others in the learning environment
- Take part in training activities offered by the school to further knowledge and skills of working with a student with specific learning difficulties
- Be willing to support break-time supervision e.g. educational games, homework clubs etc.
- Accompany teachers and students on educational visits
- Provide individual support, as required, during examination sessions
- Carry out the above duties in accordance with the Education Department's Equal Opportunities Policy and the school Diversity, Equity and Inclusion Policy

The post holder may be required from time to time to undertake other duties within the school as may be reasonably expected, without changing the general character of the duties or the level of responsibility entailed.

### Person Specification: Learning Behaviour Support Assistant

	<i>Essential</i>	<i>Desirable</i>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• A good education to A level in literacy and numeracy, or the equivalent</li> </ul>	<ul style="list-style-type: none"> <li>• Educated to a degree level</li> <li>• A relevant qualification in Childcare and/or Education</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of working with young children, perhaps as a parent or voluntary worker (e.g. as a Brownie or Cub leader)</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working within the education sector, such as a Learning Support Assistant</li> <li>• Considering a career in teaching</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Help SENCO/teachers to obtain their objectives</li> <li>• Assist students on an individual basis or in small groups</li> <li>• Explain tasks simply and clearly</li> <li>• Supervise students and adhere to defined behaviour</li> <li>• Accept and respond to authority and supervision</li> <li>• Work with guidance but under limited supervision</li> <li>• Liaise and communicate effectively with others</li> <li>• Demonstrate good organisational skills</li> <li>• Reflect on and develop professional practice</li> </ul>	
<b>Competencies</b>	<ul style="list-style-type: none"> <li>• An ability to build rapport with colleagues and co-workers</li> <li>• Enthusiastic and determined</li> <li>• Able to work under pressure</li> <li>• Flexible</li> <li>• Adaptable</li> </ul>	

## **Working Hours**

This position provides the opportunity to work within a dynamic, highly qualified team, in very pleasant surroundings with excellent facilities.

Working hours are from Monday to Thursday, 07:40 – 16:40 and on Friday, 07:40 to 12:00 noon.

## **Remuneration**

The salary for this position will be AED8,000 per month.

## **Application Process**

Dubai College is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all members of staff.

The closing date for this position is **27th January 2022**, although earlier applications are strongly encouraged; the College may begin the selection process and appoint an outstanding candidate ahead of this deadline.

Please submit a completed application form to Michelle Hobson; Head of HR on [dcrecruit@dubaicollege.org](mailto:dcrecruit@dubaicollege.org). The subject of the email should read: **Learning Behaviour Support Assistant**

*Dubai College is committed to safeguarding and promoting the welfare of young people and we select staff that understand and share this commitment. All applicants must be willing to undergo child protection screening, including checks with past employers and obtaining a Police Certificate or Good Conduct Certificate from the country the applicant last resided or was employed in, which may include Disclosure & Barring checks.*