



TENTATIVE - ECC/Junior School – Teaching Assistant (Ref. Codes 2023-040)

Position Summary:

ECC/Junior School – Teaching Assistant

Responsibilities include:

The ECC/Junior School Teaching Assistant's responsibilities include, but are not limited to the following:

- Act as a role model for students and fellow colleagues.
- Share responsibility and accountability for maintaining high standards throughout the School.
- Cherish the school's special culture and support its continued growth and evolution as a dynamic learning environment.
- Develop professional skills through professional development opportunities.
- Meet regularly in teams to discuss key tasks.
- Undertake any tasks that may reasonably be requested in order to assist with the efficient and effective operation of the class.
- Attend all scheduled meetings for TAs during working hours.
- To support student learning under the direction of the class teacher.
- Assist in classroom management strategies in collaboration with the class teacher to help support a positive learning environment.
- Communicate effectively with students and ensure that their learning is prioritised and appropriately supported.
- Help monitor and record student progress, well-being and behaviour under teacher direction and when appropriate in an effort to better meet student needs and goals.
- Support students during break times, transition times between specialist lessons as well as arrival and departure times as required.
- Maintain confidentiality at all times in respect of individual/family circumstances and any other administrative duties as assigned.
- Support students to develop a growth mind-set and take responsibility for their own learning.
- Support the class teacher, Assistant Principal and Principal as appropriate.

Qualifications:

Applicants must have experience in working with young children. Teaching assistant qualifications are preferred. Experience and training in the use of technological platforms is also advantageous.

Terms of Employment:

- Starting date is 1 August 2023
- The position is initially limited until 31 July 2024
- The position is a full-time position

Interested applicants should send a letter of interest with a current CV to HR@ishamburg.org.