

AISD is committed to the protection of all children and young people from harm. We recognize that child protection and welfare considerations permeate all aspects of school life and must be reflected in all of the school's policies, practices, and activities. We require all staff and faculty applicants to undergo stringent selection and screening processes before being allowed to work with children.

AISD [Child Protection Policy](#)

JOB DESCRIPTION

Title: Secondary Learning Support Teacher

Job Objective: To provide support to students who require additional help. To work with students in groups or one-to-one, either in the classroom or in a learning support room. To be responsible for implementing effective teaching strategies of support, liaising with parents, staff, and other relevant professionals as needed.

Qualifications:

Education: U.S. Teaching Certification or Equivalent
Bachelor's degree or equivalent. Master's degree preferred.

Experience: Experience as a Secondary classroom Secondary Learning Support teacher.

International experience is preferred.

Knowledge & Skills: Innovative Mindset, Collaborative, Flexible, Exhibits the Characteristics of the IB Learner Profile

Employment Arrangement:
Teacher Salary Scale

Supervised By:
Secondary School Principal

AISD community members hold each other accountable to these values:

- We are a compassionate, caring, and diverse community.
- We act with integrity and respect.
- We embrace creativity and balance.
- We are proud of diversity and willingness to collaborate.

Major Areas of Responsibility:

Curriculum and Instruction:

- Developing and fostering the appropriate skills and social abilities to enable the optimum development of students.
- Encouraging students to develop self-confidence and independence and to reach their potential.
- Guiding teachers in scaffolding curriculum and advising on teaching methods to meet individual needs.

“Preparing students to become stewards of a just and sustainable world.”

- Using audio-visual materials and computers to stimulate interest and learning.
- Assessing and recording student progress.
- Working as a team member within the wider school staff
- Maintaining records and reports on students and writing Personal Educational Plans (PEP) based on student needs.
- Work collaboratively with the subject area teachers to help achieve PEP goals.

Relationships and Communication:

- Promote approaches that value linguistic, religious, cultural, and ethnic diversity
- Work as a Secondary student support team member, and collaborate with the Middle School and High School Learning Support teachers.
- Establish trust and rapport with a diverse group of students, parents, and educators.
- Communicate directly and collaboratively with families and subject area teachers about student goals and progress.
- Supporting students in self-advocacy in using accommodation as needed
- Partner effectively with the Secondary Student Support Team and administration.

Professional Responsibilities:

- Engage in ongoing professional development.
- Abide by all school policies and procedures.
- Act as a positive role model for students.
- Engage with students in meaningful activities beyond the classroom, which extend learning experiences for students (coaching, organizing field trips, sponsorship of clubs, events, or community service projects, etc.)
- Undertake any other duties within the department as directed by the Principal.

Inspired? We certainly hope so. Our team is waiting to hear from you at applyjob@aisdhaka.org. Send us your one-page response to the above and your CV in one tidy PDF document.

Mission: AISD creates an academic and social environment based on American educational principles. We challenge students from an international community to achieve their potential, become life-long learners, and contribute to a changing global society.

Revised January 2024

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