

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 School Learning Support Teacher**

**Job Objective:**

The Student Support Specialist plays a crucial role in fostering the academic, social, emotional, and behavioral success of a diverse student population. This position requires a dedicated and skilled individual with expertise in providing targeted interventions, collaborating with subject-area teachers, and documenting student progress. The Student Support Specialist will work closely with students, families, and staff to create a supportive and inclusive learning environment.

**Qualifications:**

**Education:**

U.S. Teaching Certification or Equivalent  
Bachelor's degree or equivalent. Master's degree preferred.  
International experience is preferred.

**Experience:**

At least three years of experience, preferably in International settings.

**Knowledge & Skills:**

The Learning Support teacher has strong communication and interpersonal skills to collaborate with students, families, and colleagues effectively. They demonstrate empathy and patience while providing individualized student support and work closely with subject area teachers to implement effective learning strategies.

**Employment Arrangements:**

Teacher Salary Schedule

**Supervised by:**

Secondary Principal and Director of Student Support Services

**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.

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

## **Major Areas of Responsibility:**

### Provide Individualized Support:

- Conduct comprehensive needs assessments to identify students' strengths and areas for growth.
- Develop and implement individualized intervention plans tailored to specific student needs.
- Deliver evidence-based interventions in individual and small group settings.
- Monitor student progress and adjust interventions as needed.

### Collaborate with Teachers:

- Support subject area teachers in understanding individual student needs and implementing appropriate accommodations and modifications.
- Co-plan and co-teach lessons to address specific learning challenges.
- Provide professional development to teachers on effective strategies for supporting diverse learners.

### Facilitate Inclusion:

- Promote a positive, inclusive school climate that values diversity and respects individual differences.
- Advocate for students' needs and ensure equitable access to educational opportunities.
- Collaborate with families to develop strategies for supporting students at home and school.

### Document and Monitor Progress:

- Maintain accurate records of student interventions, progress, and goals.
- Collect and analyze data to evaluate the effectiveness of interventions.
- Communicate student progress to teachers, parents, and administrators.
- Participate in student support team meetings and case meetings.

### Assignment of Duties:

Teaching assignments and outside-of-class duties will be determined by the administration in accordance with school policy. Normally, teachers have the equivalent of at least one “prep period” and one other non-teaching “duty” period, on average, per day.

### Duties Beyond the Classroom:

Classroom teaching is the fundamental responsibility of every staff member. In addition, involvement with students and other staff members in meaningful activities beyond the classroom, especially in the areas of student activities, sports, clubs, curriculum development, and planning special events, is a vital part of an AISD teacher’s job.

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Inspired? We certainly hope so. Our team is waiting to hear from you at [applyjob@aisdhaka.org](mailto:applyjob@aisdhaka.org). Send us your one-page response to the above, along with your CV, all 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: October 2024