

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:** ES Learning Support

**Job Objective:** To support the needs of students who require additional academic support within the least restrictive environment.

**Qualifications:**

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

**Experience:** Experience as an elementary classroom teacher and/or an elementary LS teacher.

International experience is preferred.

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

**Employment Arrangements:**

Teacher Salary Scale

**Supervised by:**

Elementary 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 & Instruction:**

- Develops a working knowledge of the PYP approach in order to support students and assist classroom teachers
- Plan appropriate learning outcomes and social-emotional support for diverse learners across content areas and grade levels.
- Co-teach, co-plan, and co-assess with mainstream teachers to ensure appropriate support and challenge.
- Assists teachers in classrooms to help adjust, modify, and enrich curricular approaches that enhance the inclusive learning of students.

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- In consultation with the Student Support Team, creates and implements a protocol for determining the level of support needed for students with individual needs.
- Implement evidence-based instructional practices and interventions for students who require additional support.
- Find, modify, or create teaching resources that support the individual needs of learning and support students with attention to keeping the cognitive challenge and interest level high.
- Design and implement interventions based on student learning needs.
- 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.

#### Relationships and Communication:

- Promote approaches at school level that value linguistic, religious, cultural, and ethnic diversity
- Establish trust and rapport with a diverse group of students, parents, and educators.
- Communicate directly and collaboratively with families and mainstream teachers about student goals and progress.
- Partner effectively with ES colleagues and administration to meet the needs of all students.
- Maintain up-to-date and accurate records of student progress/needs and classroom/department resources.
- Engage parents and students in the learning process through frequent and meaningful communication about student progress.
- Interact cooperatively with other staff members in the development of cohesive curriculum materials and the establishment of instructional goals.
- Have open and honest communication with teaching assistants to support their understanding of planning and pedagogy.
- Communicates regularly with teachers and the Student Support Team about student progress.
- Work as a member of the ES student support team, and collaborate with the Middle School and High School learning support teachers.

#### Assessment:

- Regularly assess student learning to provide positive, timely, descriptive feedback in support of growth and achievement.
- Collect and analyze data; participate in data informed conversations and decision making.
- Continuously monitor student learning and make appropriate modifications of goals and strategies to meet students' needs.
- Produce/update files of information, assessments, targets and reports of students' progress, and disseminate such information, as required, to classroom teachers and the Principal.

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#### Environment:

- Monitor for students who are struggling with emotional problems, developmental delay, or struggles at home, and help them find the resources they need (or refer for support).
- Provide an environment that is conducive to and maximizes student learning potential.
- Foster a stimulating learning environment with high expectations based on understanding and respect.
- Effectively manage students while providing for a variety of learning styles, ability levels, and educational/linguistic backgrounds.
- Utilize the environment as a ‘third teacher’.

#### Professional Responsibilities:

- Demonstrate commitment to personal continuous professional growth and development.
- 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.)
- Abide by all school policies and procedures.
- Act as a positive role model for students.
- 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](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.

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