



INTERNATIONAL
SCHOOL of DAKAR

JOB DESCRIPTION

Elementary School Learning Support Instructional Assistant

Reports to: Elementary School Head of Learning Support and ES Principal

Collaborates with: Learning Support Teachers, Classroom Teachers, Counselors

Contract: 100%

Hours: 8:00 am to 4:00 pm

GUIDING PRINCIPLES

All positions of additional responsibility at ISD are expected to:

- Support and advance the mission, vision, and guiding statements of ISD and the IB PYP
- Promote international mindedness, inclusion, and equity
- Model ISD's Core Values and the IB Learner Profile
- Contribute to a collaborative, student-centered learning environment

CORE PURPOSE

The Learning Support Instructional Assistant (LS IA) provides targeted support to students with diverse learning needs across Kindergarten to Grade 5. This role focuses on implementing intervention plans, supporting access to the curriculum, and building student independence.

The LS IA works closely with Learning Support Teachers and classroom teachers to deliver aligned support in both push-in and pull-out settings. While intervention plans are designed by the Learning Support Teacher, the LS IA prepares materials, organizes sessions, and support consistent day-to-day implementation.

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OUR VISION

Our community leads, inspires, and impacts global change with compassion and wisdom.

OUR MISSION

We nurture each learner's growth.
We embrace each other and our local community.
We foster diverse perspectives and global citizenship.

Empathy Integrity Respect Responsibility

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KEY RESPONSIBILITIES

Instructional Support

- Provide push-in support during core classroom instruction
- Lead small group and 1:1 support based on intervention plans
- Implement pull-out sessions with clear structure and purpose
- Reinforce accommodations and strategies within classroom lessons
- Promote independence through consistent prompting and support

Progress Monitoring

- Collect and record data during interventions
- Maintain clear, consistent documentation of student progress
- Track frequency, duration, and impact of support
- Share updates with Learning Support Teachers and during check-ins

Collaboration and Planning

- Work under the direction of Learning Support Teachers to implement individualized support plans
- Prepare materials and organize intervention sessions in advance
- Contribute to short-term planning based on student response and data
- Align support with classroom instruction and unit goals
- Participate in team meetings, communication, and feedback cycles

Flexibility and School Support

- Provide support across K to 5 based on student and program needs
- Adjust quickly to changes in schedules, groups, and priorities
- Support multiple students, classes, and grade levels within a day
- Assist with supervision duties, transitions, and general school needs

Student Support



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- Reinforce behavior expectations and SEL strategies
- Support safe, respectful, and inclusive learning environments
- Build positive relationships that support engagement and confidence

WORKING EXPECTATIONS

- Follow intervention plans while contributing to preparation and organization
- Maintain flexibility and a solution-oriented mindset
- Communicate clearly and consistently with team members
- Maintain confidentiality and professionalism at all times

QUALIFICATIONS

- Experience working with elementary-aged students
- Experience supporting diverse learners preferred
- Strong collaboration and communication skills
- Organized, reliable, and adaptable
- Commitment to student growth and inclusion

To apply, please complete the application form [here](#).



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