

MARYMOUNT INTERNATIONAL SCHOOL ROME

Educating the Whole Person – Excellence, Faith, and Global Citizenship

ROLE DESCRIPTION

Field	Details
Job Title	Elementary School Learning Support Teacher
Department	Elementary School – Specialist Learning and Teaching (Learning Support)
Reports To	Elementary School Principal / Director of Specialist Learning and Teaching
Direct Reports	None
Search Lead	ES Principal Director of Specialist Teaching and Learning
Location	Marymount International School Rome, Via di Villa Lauchli 180, Rome, Italy
Contract Type	Full-time for the remainder of the 2026–27 academic year, subject to Italian labour law and the applicable CCNL
Probationary Period	As defined by Italian labour law and the School's contract of employment

1. Role Purpose

The Learning Support Teacher makes sure that students with identified learning needs receive their accommodations and academic support set out in their Individual Learning Plans, so they can develop to their full potential. Working with a designated caseload, the post holder works with classroom teachers, other faculty and families, under the direction of the Director of Specialist Learning and Teaching. Committed to the School's philosophy of educating the whole person, the Learning Support Teacher takes an active part in the wider school programme, supports an integrated curriculum and pursues ongoing professional development.

2. Key Responsibilities

Student Support & Individual Learning Plans

- Make sure students receive the accommodations set out in their Individual Learning Plans (ILPs).
- Provide academic support based on student need.
- Support and help with the modification of in-class work.
- Create and update Individual Learning Plans and related documents throughout the year as needed.
- Support students with Enrichment projects and plans

Collaboration

- Consult regularly and work with teachers to support students and differentiation in the classroom, so that individual student needs are met.
- Support one-to-one assistants working with students
- Take part in parent meetings with the relevant administrator, other relevant teachers and assistants.

Meetings

- Meet regularly with the Director of Specialist Learning and Teaching.
- Attend regular meetings of the whole-school Learning Support Department as needed .

Professional Conduct, Health & Safety

- Respect the confidentiality of information about students and their families.
- Uphold the School's philosophy, work towards its goals, and take an active part in the total school programme, both in and outside the classroom.
- Participate regularly in professional development activities.
- Comply with workplace policies and procedures for identifying, assessing and controlling risk, and take an active part in managing workplace health and safety.
- Identify and report health and safety risks, accidents, incidents, injuries and property damage, and use appropriate personal protective equipment correctly.

3. Person Specification

Essential

- A recognised teaching qualification and relevant training or qualification in special educational needs or learning support.
- Experience supporting students with diverse learning needs.
- Experience writing, putting in place and reviewing Individual Learning Plans or their equivalent.
- The ability to collaborate with teachers, assistants, specialists and parents.
- Excellent written and spoken English and strong organisational skills.
- A demonstrable, personal commitment to child safeguarding and to upholding the Catholic, RSHM-rooted ethos and mission of Marymount International School Rome.

Desirable

- Experience in an international school setting.
- Experience with academic or diagnostic assessment tools.
- Experience supervising or coordinating teaching assistants.
- Working knowledge of Italian.

4. Terms of Employment

- Full-time, on-site role following the Elementary School academic-year calendar and working pattern.
- Some flexibility is expected for parent meetings, school events and professional development, which may occasionally fall outside the normal school day.
- Salary range: €35.000 – €40.000 gross per year (Retribuzione Annua Lorda – RAL) on a full-time basis, pro rata for the contract period. The salary is paid in monthly installments, including the additional monthly payments (e.g. tredicesima) required by the applicable CCNL. The final salary within this range depends on qualifications and experience. Statutory social security and tax deductions apply.
- Benefits are in line with School policy and the applicable CCNL.
- Employment is subject to satisfactory completion of the School's safer recruitment checks, including identity verification, reference checks and criminal record clearance appropriate to the candidate's country of residence and work history.

5. Safeguarding Commitment

Marymount International School Rome is committed to safeguarding and promoting the welfare of children and young people and expects all staff, contractors and volunteers to share this commitment. This post is subject to rigorous safer recruitment checks, including verification of identity, qualifications and employment history, together with criminal record clearance appropriate to the candidate's country of residence and work history. This role description should be read alongside the School's Child Protection and Safeguarding Policy, which forms an integral part of the post holder's responsibilities.

6. Mission and Equal Opportunity Statement

Marymount International School Rome is a private, Catholic, co-educational day school, affiliated with the Religious of the Sacred Heart of Mary (RSHM), educating students from Early Childhood through Grade 12. The School welcomes students, families and staff of all faiths and backgrounds and is committed to fostering an inclusive community of mutual respect.

This role description is intended to reflect the principal duties of the post and is not exhaustive. It will be reviewed periodically and may be amended in consultation with the post holder in light of the evolving needs of the School.

Accepted by: _____ Date: _____