

Area 51 Education Job Description

Post Title:	Learning Support Worker
Hours:	8.45 - 4pm, Mon - Thurs; 8.45 - 3.45pm Fri (36 hours)
Salary:	£15, 200 - £18, 200 (with additional responsibilities)
Reports to:	Class teacher

Job purpose:

To provide excellent levels of support and guidance to learners with severe, complex and profound learning difficulties during their college day. To enable learners to participate fully in college life by facilitating learning activities, preparing and utilising resources and enabling social inclusion.

Job objectives:

Supporting Teaching and Learning:

1. Support learners throughout the college day in both curricula and extra-curricula activities in collaboration with other staff.
2. Cater for specific additional needs of the learner, including assisting with personal hygiene tasks, hoisting and positioning, PEG feeding, eating and drinking, administering medication and monitoring general well-being amongst other tasks.
3. Contribute towards a high-quality learning environment by thoughtful presentation of learners' work, creation of classroom displays and maintaining equipment and resources to a good standard.
4. Cooperate with other professionals visiting the college and / or working with learners, such as Therapists, Agency teachers, Social Workers or other agencies.
5. Assist the classroom lecturer in delivering planned programmes of learning for individuals, small groups and classes, as directed by the classroom lecturer.
6. Assist the classroom lecturer in observing and recording progress made by learners, in line with the College's systems for recording progress; or for any other purpose set out to benefit the learner (e.g. behavior monitoring).
7. Assist learners in using adaptive equipment / aids required to enable them to participate in college life more fully and where necessary, attend training to be able to operate adaptive equipment effectively.

General Duties:

8. Attend staff meetings and liaise with other professionals as required or reasonably requested.
9. Contribute to the internal quality assurance procedures of the College, including moderation, course reviews and self-assessment as required.
10. To identify and undertake any training and professional development relevant to the efficient delivery of any of the above duties, and to share excellent practice with other staff.
11. Participate in administrative and organisational tasks related to such duties as are described above.
12. Contributing to the selection for appointment and professional development of other support staff, which may include supporting the induction and assessment of new and probationary support workers, students or volunteers.
13. To carry out his/her duties and responsibilities at all times with due regard to the College's Equality and Diversity, Health & Safety, and Safeguarding Policies.
14. Undertake any other such duties as might reasonably be requested.

Name:

Date:

Signature:

(Employee)

(on behalf of Area 51 Education)

Person Specification - Learning Support Worker

Criteria:	Essential / Desirable	Assessed at	Weighting
Knowledge and Experience:			
Experience of working with adults or young adults with learning difficulties	E	A, I	5
NVQ Level 2 or higher qualification in Social Care	D	A	5
An understanding of how different disabilities can affect a learner's ability to take part or contribute to activities.	D	I, P	4
A vocational qualification relevant to working with adults with profound and severe learning difficulties, e.g. Makaton Signing.	D	A	4
An understanding of health and safety in the workplace, including issues specific to young people with learning difficulties.	E	A, I, P	5
Personal Characteristics:			
Ability to inspire and motivate others	E	A, I, P	5
Good oral and written communication skills	E	A, I	4
Good ICT skills	D	A	4
Ability to work as part of a team	E	A, I, P	5
Capacity to remain calm under pressure	E	A, I, P	5
Ability to made decisions / act on own initiative within organisational guidelines	E	A, I	4
A willingness to get involved and get messy	E	I, P	4
Ability to respond positively to change.	E	A, I	5
Empathy with the challenges that may accompany a young person with a learning difficulty.	E	I, P	5