

JOB FAMILIES ~ Student Welfare Team**Job Title: Learning Support Assistant JG4 – The Hub**

Role purpose: To work closely with the Hub teacher to differentiate and deliver small group support to identified pupils with additional educational needs as part of the designated Hub team within the school and their integration into the main school.	
Typical activities <ul style="list-style-type: none">• To assist in the planning and delivery of classroom support of individuals or a small group to promote independence• To differentiate resources to enable identified students to progress• To contribute to the writing of individual student plans• To be involved in home/school contact under the supervision of the Hub teacher and SENCo• To contribute to the good order and running of the school by doing any other task deemed reasonable by the Headteacher and commensurate with the grade.	Knowledge, skills & experience <ul style="list-style-type: none">• NVQ level 2 in literacy and numeracy or GCSE grade A* - C• Experience of working with children with additional needs and experience of leading small group work• ICT skills at a basic level• Ability to work flexibly within a team• Ability to motivate students by demonstrating a positive attitude• Reliability and resilience under pressure• Excellent and effective communication skills, including building relationships with students and their families
Performance measures	Competencies
Quantifiable objectives ~ e.g. Feedback from service users, colleagues and partner agencies Key Performance Indicators (where available) Line manager assessment	<u>Team Working</u> ~ cooperation and flexibility, contributes positively by sharing information and supports team consensus <u>Outcome focused</u> ~ works without prompting and progresses tasks using initiative <u>Problem Solving & judgment</u> ~ identifies causes rather than just symptoms to inform solutions <u>Planning & Organising</u> ~ prioritises what is important in line with team & service goals <u>Business Awareness</u> ~ understands the role of others in relation to their impact on own role and recognises how decisions made in other areas can impact on them.