



Autism Co-educator Level 2 to 4

Job description

Grade/Incentive Point:	Scale 3 to 5 (dependent on experience)
Responsible to:	Head of ARP (Additionally Resourced Provision)
Responsible for:	-
Hours:	35 hours per week. Term time only.
Salary:	Approx - Scale 3 £15,830 to £16,649 (£18,657 to £19,623 full time equivalent) Scale 4 £16,899 to £18,653 (£19,917 to £21,984 full time equivalent) Scale 5 £19,346 to £21,069 (£22,506 to £24,510 full time equivalent)

It is intended that the job description be reviewed annually, as appropriate.

Purpose of the job

To work alongside teachers and other co-educators to provide support for specifically identified students, predominantly from our autism provision, aimed at raising student achievement and enhance life chances.

Main activities

- Develop and enhance the provision for speech and language, and students social development
- Develop a 1:1 relationship with the students concerned
- Develop positive relationships with the families concerned
- Work in a variety of ways to support student achievement and inclusion, including in class support, 1:1 tutorials, leading the teaching with small groups, and meeting parents
- Keep a log of the work carried out, and be able to contribute to the SEN review process
- Carry out appropriate administrative tasks relating to the post

Student Development Department INSET will be delivered as part of an ongoing package of support.

Post-holders are not expected to perform maintenance tasks beyond their own capabilities without training and should be aware of Health and Safety considerations at all times.

Person Specification

Experience and qualifications:

- Undertaken training relevant to the post (D)
- Commitment to updating professional skills (E)
- Evidence of expertise and success in the comparable and relevant areas (E)

Professional 'know how'

- Demonstrates a sound understanding of the knowledge required to carry out the duties described in the job description (E)

Personal qualities

- Hardworking (E)
- **Good sense of humour** (E)
- Good self-management skills, including the ability to plan one's time effectively (E)
- Able to work as part of a team (E)
- Enjoys working in new and challenging situations (E)
- A high level of personal integrity and probity (E)
- **Ability to be flexible** (E)

E - Essential

D - Desirable

In/

In addition to candidates' ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children including:

- motivation to work with children and young people;
- ability to form and maintain appropriate relationships and personal boundaries with children and young people;
- emotional resilience in working with challenging behaviours; and
- attitudes to use of authority and maintaining discipline

If you are shortlisted, any relevant issues arising from your references will be taken up at interview.

The Selection Panel will be looking for evidence in your application form and supporting letter of your strengths and abilities in relation to the criteria set out in this person specification.