

LEARNING SUPPORT TEACHER

JOB DESCRIPTION

LOCATION	Queen's International Qatar	
JOB PURPOSE	<ul style="list-style-type: none"> To support the Primary leadership team in fulfilling the school's mission statement by delivering a high-quality education to children. To be an outstanding classroom practitioner with a positive, can-do attitude for you and for your students, alongside a powerful desire to develop professionally. To demonstrate a commitment to implementing the mission, vision, and values of Queen's International Qatar and Artemis Education. To demonstrate thorough curriculum knowledge, teach, and assess effectively, take responsibility for professional development, and ensure students achieve their potential. 	
REPORTING TO	Principal	
DIRECT REPORTS	Lead Teacher	
OTHER KEY RELATIONSHIPS	Internal: <ul style="list-style-type: none"> Teachers Administrative staff 	External: <ul style="list-style-type: none"> Students Families
KEY RESULTS AREA	PERFORMANCE MEASUREMENT	
TEACHING AND LEARNING		
<ul style="list-style-type: none"> Develop and employ clear procedures to identify and register children whose academic, physical, social or emotional development is giving cause for concern. Maintain and update the Learning Support register and share with all staff. To create an internal Learning Support referral system. Review referral data, history and assessment data to develop appropriate goals and objectives for each student Identify needs of assigned students through formal and informal assessments Administer in-school assessments as required, such as CAT4 and WIDA. Develop Support for Students with English as an Additional Language and/or Special Educational Needs both in and out of the classroom. Identify and adopt the most effective teaching approaches for students who require support. Create, maintain and monitor IEPs for pupils on the Student Support register. Prepare timely progress reports for each student Liaise with the Lead Teacher and class teachers regarding teaching and learning activities to meet the needs of students requiring support. 		<ul style="list-style-type: none"> Lessons observations Pupil Progress reviews Data analysis Documentation Review of student work

<ul style="list-style-type: none"> ▪ To take responsibility for own professional development. ▪ To effectively communicate the school's narrative, always being an ambassador for our school. ▪ Align with the Artemis Promise and commit to leaving a better world for our children 	
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PROFESSIONAL AND PERSONAL DEVELOPMENT

<ul style="list-style-type: none"> ▪ Continual development through the identification and implementation of your own Personal Development Plan ▪ Development Plan to include: <ul style="list-style-type: none"> - Continually striving to improve performance. - Setting and working towards targets with your line manager linked to the school development plan. - Participating in learning walks and observations and coaching as appropriate. 	<ul style="list-style-type: none"> ▪ Performance appraisal ▪ Personal Development Plan ▪ Engagement with training and development opportunities
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SAFEGUARDING

<ul style="list-style-type: none"> ▪ Hold a current Enhanced Criminal Records Bureau Disclosure or equivalent for countries lived in outside of the UK. ▪ Compliance with visa requirements for working in Qatar. ▪ A commitment to safeguarding and promoting the welfare of all pupils, and a willingness to undertake appropriate child protection training when required. 	
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PERSONAL SPECIFICATIONS

<ul style="list-style-type: none"> ▪ Bachelor's degree in education or Degree plus PGCE/QTS ▪ Teaching Qualifications ▪ Experience in applied behavioral and academic interventions to support high-quality instruction is desired ▪ Further Degree (e.g. MA) ▪ Qualification in SEN/ALN/EAL 	<p>Essential</p> <p>Essential</p> <p>Desirable</p> <p>Desirable</p>
<ul style="list-style-type: none"> ▪ Proven record of accomplishment and two years of teaching experience ▪ Experience of working with students with SEN/EAL/ALN support ▪ Teaching within International Schools ▪ Good working knowledge of the English National Curriculum ▪ Good classroom practice and interpersonal skills ▪ Ability to prioritize workloads and to work on own initiative. ▪ Range of teaching experience across different year groups ▪ Integrate technology into the classroom experience to enhance and extend the learning of students. ▪ Successfully teach students using technology in a virtual/hybrid environment <p><i>Skills</i></p> <ul style="list-style-type: none"> ▪ Experience of teaching in the UK and overseas ▪ Experience in leading meetings or INSET sessions <p><i>Other Qualities</i></p> <ul style="list-style-type: none"> ▪ Relish the prospect of collaborative planning and teaching within the wonderful country of Qatar. ▪ Be able to engage and inspire new learners of English. 	<p>Essential</p> <p>Desirable</p> <p>Essential</p> <p>Essential</p>

<ul style="list-style-type: none"> ▪ Be open to ideas, and to continued professional development. ▪ Be creative in the design and delivery of the curriculum. ▪ Be energetic and prepared to go the extra mile in shaping the school's future. ▪ Be creative and flexible in the delivery of an outstanding curriculum ▪ Be able to create memorable learning experiences and organize focused trips and visits 	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p>
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PERSONAL ATTRIBUTES

Here is what we expect at Queen's:

- High levels of personal integrity
- Conscientious and able to focus on completing work to a consistently high standard
- Flexible and positive approach to work
- Excellent organisational and time-management skills; high attention to detail
- Ability to work to tight deadlines and able to prompt others to ensure deadlines are achieved
- Adaptable to working in a fast-paced, ever-changing environment
- Ability to work under pressure and remain calm
- Proactive and willingness to take on multiple tasks
- Self-motivated and enthusiastic
- Ability to work independently
- Must be a team player, willing to help, and be flexible
- Continually strive for improvement

DISCOVER YOUR GREATNESS

We are Artemis Education, a leading international schools organisation. Our mission is to improve access to outstanding education. Every day, our teachers and support colleagues encourage our students to discover their greatness. Our vision is to inspire students to become purposeful, proactive, and passionate global citizens. Our innovative use of educational technology also creates a personalised, 21st century learning experience for all students. We recruit and retain the world's best teachers and offer unforgettable events and expeditions.

This job description does not constitute a complete description of duties. Staff members shall carry out the professional duties of their assigned role, including those duties particularly assigned by their direct report, as set out above but not restricted to them. The staff member may be required to undertake other duties as reasonably required by the school.

SAFEGUARDING

Queen's is committed to safeguarding and promoting the welfare of children and young people. As an employee you are expected to share this commitment. The protection of students' welfare is the responsibility of all staff and individuals are expected to conduct themselves in a way that reflects the principles of our organisation. All staff commit to implementing and adhering to the Safeguarding Policy.