

**Learning Support Worker (LSW) - Job Description**

## Context and Purpose of Job

*As part of the learner support team, you will work alongside Curriculum Teachers, Specialist Teachers and other LSWs to gather detailed information from learners, develop collaborative working and support relationships and support progression and achievement.*

*This role is key in providing person centred support (mainly in class or on work placements) as well as guiding and advising cross college teachers on implementing Inclusive Teaching Plans. You may also provide small group support sessions.*

*You may also support students with an Education Health Care Plan to evidence their progress and achievement of EHCP outcomes.*

**Learning Support Worker duties can include:**

* To work with the students or apprentice, develop a good working relationship based in unconditional positive regard. Enabling the students to lead and develop the approach of the support team.
* To provide individualised support to students as identified and required.
* To work with teaching staff to provide an outstanding learner experience.
* To provide personal care to students as required.
* To work in line with the Social Model of Disability and occasionally enable/ advocate for students for to share their thoughts and feelings on their progression and experience at college.
* To provide timely and accurate written records of all support sessions, including production of regular reviews of students’ progress and needs.
* To promote student centred learning, ensuring all students have access to differentiated learning.
* To embed stretch and challenge so all students reach their full potential.
* To advise curriculum and other staff regarding student support needs.
* To identify and implement strategies to ensure that the student’s learning experience is of the highest standard.

**Learning Support Service**

* To be involved with the promotion of the Learning Support Service activities across the College and at external events, maintaining and forging external links.
* Support students in the workplace.
* To be involved in developing research informed specialist resources to support cross college teams to develop their inclusive practice

**Pastoral**

* To take an active role in the induction and support of students.
* To promote and safeguard the welfare of young people and vulnerable adults.
* To meet the individual needs of all students to ensure all have an equal chance of success.

**Personal Development**

* To undertake staff development and attend staff meetings as required and requested.
* To accept flexible redeployment and reallocation of duties commensurate with the level of the post.



**Learning Support Worker (LSW) - Person Specification**

**Qualifications**

* Level 3 qualification (or equivalent) ideally in an associated specialism.
* Level 2 qualification in Numeracy and Literacy (Essential).
* Teaching qualification to PTTLS level or willingness to work towards.
* Evidence of continuing professional development.

**Knowledge/Experience**

* Knowledge of the Social Model of Disability
* Knowledge of specific learning difficulties, learning disability and research informed support practices.
* Experience of providing educational and personal support to students.
* Knowledge of Equality Act 2010, reasonable adjustments and Safeguarding issues.
* Experience of effective team working and effective relationships between staff and students.
* Ability to develop supportive working relationships with parents and other key stakeholders.

**Skills/Attributes**

* Ability to manage and innovate in a range of situations in the best interests of the students.
* Ability to contribute to the whole College experience.
* Effective communicator.
* Flexible approach.
* Logical approach to problem solving.
* Competent user of the full range of Microsoft Office Applications and be aware the accessibility features and teach these to students.
* Commitment to safeguarding all students.
* Commitment to the promotion of equality and diversity.
* Responsive to changing environment and teaching methods.

**Additional Requirements**

* Willingness to work flexible hours.
* Willingness to work off-site within the local community.

**Post Information**

* Reports to the site-based Learning Support Coordinator
* Salary £26,097 - £27,564 pro rata
* 18 hour contract actual salary £10,615 - £11,212

25 hour contract actual salary £14,744 - £15,572

30 hour contract actual salary £17,692 - £18,687

* Hours -We offer a contract of 18, 25 or 30 hours per week for 38 weeks of the year (Term Time only)
* The post holder will undertake all duties and responsibilities in compliance with regulatory, legislative and college procedural requirements.