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| ***Learning Support Trainer***  ***Reporting to the Learning Support Lead*** |
| **Hours** 37 hours per week, 52 weeks per year  **Contract Type** Support/Delivery  **Salary** £25,167 per annum |
| **Job Purpose**  To work in a non-teaching capacity, supporting all students with Learning Support needs outside of the classroom and supervising the daily operations of the Learning Support Base Rooms across all campuses. This will include delivering 1:1 and small group coaching sessions on English, Maths and Study Skill areas to all students with a Learning Support need. Act as a Mental Health First Aider supporting students with their wellbeing. |
| **Key Responsibilities**  **Support for Students**   * Develop an understanding of and provide for students ‘specific personal needs to ensure a safe learning environment. This may include providing some direct personal care, support and assistance to the student in respect of toileting, eating, mobility and dispensing medication. * To work in a non-teaching capacity, supporting students presenting with learning support requirements in any location across DCG. * To work under the direction of the Learning Support Lead to produce and implement the students’ individual support plans. * To develop, with subject Teachers strategies to support students in the classroom. * To help achieve the support plans of students, by feedback, review and modification of support plans, and to work towards their independence and self - advocacy skills. * Deliver support to raise standards and to improve the quality of the student experience in line with changes to curriculum and government fundin g. * Participate in relevant staff training and updates to enhance our students’ experience and achievement. * Ensure the success of the student journey through appropriate target setting and contributions to E-ILPs on ProMonitor * To implement and promote all supported students: |

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| 1. Encourage independence and self-help skills 2. Provide support out of class to develop supported students’ study and independent learning skills 3. Contribute to team meetings, parents’/carers’ meetings, multi-agency meetings,   inductions and any other event as required.   * + Ensure individual promotion of employability skills and attributes for our students.   + Promote and reinforce students’ self-esteem, appropriate learning behaviour and levels of effort.   + Create and modify resources to support students with their learning and development.   + To work with individuals preparing resources and differentiated learning materials to support students’ individual needs.   + Assist students moving around the college campus   + Assist with personal care (if required)   + You will be expected to attend and contribute towards planning, and review meetings, working along side teaching staff, outside agencies, parents/carers and feeder schools.   + To support students to progress onto higher levels, apprenticeships other programmes and/or into the world of work |
| **Competencies**   * Experience and understanding of the issues related to Additional Learning Support * Proven ability to analyse difficult situations, identify / recommend constructive solutions and implement them effectively * Ability to work to tight deadlines, planning and prioritising work to ensure deadlines are met * Experience of dealing with unwanted behaviours and supporting students with regulating * Evidence of achieving continuous improvement to drive results * Experience of interpreting and using relevant data effectively to improve performance * Accurate record keeping |
| **Knowledge**   * Frameworks, regulations and requirements of the sector and how these relate to the role * SEND code of practice * Recent relevant experience of supporting students or a willingness to learn * Knowledge of SEND reforms and the development of Education, Health and Care |

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| Plans.   * Equality act 2010 |
| **Qualifications**  **Essentials**   * Level 2 English * Level 2 Maths * Level 2 in IT preferred, but not essential * Mental Health First Aider or willing to work towards * Safeguarding trained or willing to work towards |

PRINT NAME (IN CAPITALS):

SIGNATURE: DATE: