Johnsonville School
Learning and Growing Together Akoranga Whakatipuranga Ngatahi

Job Description: Learning Support Co-ordinator

- **Support and work with leadership by:**
  - Contributing to strategic planning
  - Sharing the context of specialist supports needed alongside those already in place across the school at universal, targeted and tailored levels
  - Sharing examples of excellent practice, progress and achievement across the school
  - Taking a continuous inquiry approach to monitoring and improving learning support systems and practices
  - Identifying needs and potential professional learning opportunities for teachers and support staff in order to strengthen their learning support practice
  - Collating and making connections through data and information gathering that helps to support planning and decisions about resource allocation
  - Enabling strong connections between kaiako, whānau and other supports such as Ministry specialists and RTLB
  - Ensuring whānau and learner voice is represented and heard when the kura is making decisions about learning support
- **Working with class teachers to**
  - Create and maintain a safe, respectful and supportive class culture that celebrates diversity
  - Design and deliver engaging and inclusive learning experiences that are reflective of rich curriculum
  - Monitor learner progress through ongoing assessment, information gathering and connections with whānau
  - Identify and address barriers to participation and progress for diverse learning and wellbeing needs through universal, targeted and tailored supports that are embedded in everyday teaching and learning
  - Provide coaching and professional development to build inclusive teaching practices and ensure that class strategies align with learning support goals
- **Working with teacher aides**
  - Help determine how TA hours are allocated based on learner needs and the learning setting
  - Provide guidance and training to ensure TAs are equipped to implement specific strategies effectively and work in alignment with the goals set by teachers, whānau and specialists

    - Ensure that TAs are integrated into the wider support team, with clear roles and responsibilities as identified in individualised plans and support strategies
- **Working with learners and their whānau**
    - Enable learners to be present and participating in all aspects of school life
    - Facilitate progress for learners in ways that acknowledge their unique culture, language identity, interests, strengths and needs
    - Emphasise a strong sense of belonging for all learners across the school and in their learning and relationships
    - Support learners and teachers through understanding the strengths and needs across the school and utilising in-school and external supports at the right time
    - Guide and support parents and whānau to partner successfully with their child's teacher at transition points and throughout their schooling
    - Support parents and whānau to understand and participate in learning support processes and to make connections with appropriate support contacts if needed.
- **Working with structured Literacy approach and Maths Intervention teachers**
    - Working with classroom teachers and understanding assessment data and information drawn from class observations – help identify learners who would benefit from time with specialist teachers.
    - Coordinate access to these interventions, ensuring that they complement class teaching and are responsive to learners' strengths and needs.
- **Working with other learner support agencies**
- **Commitment to supporting growth and capability within our kura as well as an active participant in other networks**