Addington
Te Kura Taumatua

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Learner Support Co-ordinator (LSC) - Job Description

Position Overview

Learning Support Co-ordinator /Nurture Group Kaiako plays a vital role in shaping and strengthening learning support across our school. Working in a culturally rich, inclusive full primary environment where relationships come first, the LSC/NGK collaborates closely with the Tumuaki (Principal), Senior Leadership Team (including SENCO), classroom teachers, learning assistants, whānau, and external specialist agencies to ensure that students with additional learning needs receive targeted support, resources, and inclusive classroom environments to thrive.

Position Details

Detail	Specification
Role Title	**Learning Support Co-ordinator /Nurture Group Kaiako** (0.8FTTE Monday - Thursday)
Reports To	Tumuaki / Principal
Key Relationships	Senior Leadership Team, SENCO, Classroom Teachers, Intervention and ORS Teachers, Learning Assistants, Whānau, External Specialists (RTLBs, Ministry of Education, Speech-Language Therapists)

Key Responsibilities

1. Student Advocacy & Planning

- Identify students with learning support needs across the school.
- Co-ordinate, develop, and monitor tailored learning programmes for individual students.
- Evaluate progress systematically to ensure support interventions are effective and responsive.

2. Collaboration & Liaison

- Work alongside classroom teachers, Intervention and ORS teachers, whānau, and external specialists.
- Liaise effectively with external specialist agencies, including RTLBs, Ministry of Education, and speech-language therapists.
- Maintain transparent, culturally responsive communication with whānau to support student well-being and achievement.

3. Building Capability

- Support classroom teachers and learning assistants with inclusive pedagogy and differentiated learning strategies.
- Assist staff in implementing effective classroom adaptations to empower neurodiverse ākonga and English language learners.
- Share expertise to foster an inclusive, high-expectation learning culture across the school.

4. Resource & Programme Management

- Coordinate and timetable Learning Assistants for targeted student support.
- **Deliver and oversee the Nurture Group Programme—a stabilising approach focusing on self-regulation and positive relationships.**
- Ensure efficient allocation and tracking of learning support resources.
- Lead liaison for the Structure Intervention teacher /programmes

5. Transition Support

- Work alongside the SENCO to facilitate smooth transitions for students entering the school, moving between year levels, and transferring out.
- Ensure all relevant support history and learning plans are appropriately communicated during transitions.

Desired Person Specification & Competencies

- Warmth, energy, and high expectations for all learners.
- Proven dedication to inclusive education, supporting both neurodiverse ākonga and English language learners.
- Strong interpersonal and relational skills for collaborative work with staff, whānau, and external agencies.