



HOPE
CHRISTIAN COLLEGE
A Ministry of Otago Christian Church

Student Learning Support Role Statement

“And whatever you do, do it heartily, as to the Lord and not to men.” Colossians 3:23

Student Learning Support is an important role at Hope Christian College. Student Learning Support Assistants will be able to work as part of a team and will also be able to work independently. They will form a good working relationship with the Learning Support Coordinator and Deputies. They will be directly responsible to the Learning Support Coordinator (and Principal). They will be skilled in the areas of verbal and written communication, planning, inter-personal relationships and the use of technology. They may work with all age ranges within the College.

Personal Qualities

- A member of the General Administration and Clerical staff will have the following personal qualities:
 - Sincere Christian faith with an active weekly commitment to a mainstream, evangelical church fellowship
 - Highly organised and motivated
 - Highly interpersonal, able to communicate with parents and younger and older students and staff
 - Creativity
 - Able to maintain confidentiality
 - Personal Integrity

Duties

- Day-to-day classroom and student assistance duties as directed by the learning Support Coordinator including but not limited to:
 - Work with students with a variety of learning needs
 - Work with ASD and ADHD students as well as those with auditory, speech, processing and a range of other disorders
 - Individual student Literacy and Numeracy assistance
 - Small group Literacy and Numeracy assistance
 - In-class student assistance
 - Assist with student testing
 - Accompanying student on field trips and excursions
 - Assisting Learning Support students with personal hygiene and toileting
- First aid as required
- Any other duties as required by the College

Requirements

- Before an appointee is able to commence work at Hope Christian College they must have:
 - Department for Communities and Social Inclusion (DCSI) screening and background Check
 - Responding to Abuse and Neglect training (full day)

Desirable Qualifications

- Certificate IV in Education Support

Tenure: Ongoing employment

Grade 1 Assistant, Administrative

Hours; 30 hours per week over 5 days