



## **Educational Support – Learning Support Officer (LSO) Position Description**

### **Main Purpose**

The role of the Educational Support – LSO is to support deaf and hard of hearing students to access learning in the classrooms of our partner school. The Educational Support – LSO works under the daily organisation of the Head of Campus and is ultimately responsible to the Principal.

### **Key Responsibilities:**

- Support students with organisation, attention, vision or communication difficulties by applying strategies identified as part of a student's personalised learning plan (PLP).
- Support students with learning, emotional or behavioural challenges by applying strategies identified as part of a students' individual plan.
- Work closely with teachers of the deaf, speech pathologists and classroom teachers to ensure effective understanding of information.
- Modify tasks as required to meet individual students' needs.
- Assist in the maintenance and use of assistive listening devices.
- Work as part of a team, maintaining confidentiality of private or sensitive information at all times.
- Following procedures and practices as identified in St Mary's Positive Behaviour for Learning (PBL) framework.
- Read and follow timetables established at start of each semester.
- Attend external professional development and professional reading or training when requested.
- Seek out the latest initiatives to help support students and their broad variety of learning needs.
- Other tasks as directed by the Principal or Deputy Principal.

### **Selection Criteria**

Applicants will be required to demonstrate the appropriate professional standards as follows:

- a. Ability to perform the role of an Educational Support - LSO in accordance with the statement of duties.
- b. An understanding and/or experience in supporting deaf and hard of hearing students desirable.
- c. An understanding and/or experience in supporting students with disabilities desirable.
- d. Willingness to be flexible and an ability to work as a member of a team
- e. A demonstrated understanding of child safety and of appropriate behaviours when engaging with children.

### **Child Safety**

The successful applicant will:

- Be familiar with and comply with the school's child-safe policy and code of conduct, and any other policies or procedures relating to child safety
- Assist in the provision of a child-safe environment for students
- Demonstrate duty of care to students in relation to their physical and mental wellbeing



### **Who May Apply**

People suitable to engage in child-connected work.

Applicants must hold or be willing to acquire a Working with Children Check card and must be willing to undergo a National Police Record Check.

### **Position Conditions**

Position Type: Fixed term

Classification: Education Support Range 1 or 2 Category B depending on experience/qualifications

Award: VCEMEA conditions 2018

### **How to apply:**

Applications should be emailed to [principal@smdeaf.vic.edu.au](mailto:principal@smdeaf.vic.edu.au) and should include:

- covering letter clearly identifying the relevant advertised position
- completed CECV Application Form
- a brief response outlining the extent to which you meet each of the criteria and pointing to evidence that you will be able to fulfil the role
- certified copies of qualifications, if applicable
- copy of current WWC
- current employer and at least two other professionals to be listed as your referees.

**Applications close: Friday 22 October 2021**