



Position Description

Learning Coach

Position Title	Learning Coach (Secondary)
Reports To	Inclusive Education Leader (Secondary)
College Objective	At Geelong Lutheran College it is expected that each staff member will support the Christian ethos of the schools. A good example for Christian living is to be given to children and parents by words and actions. The Christian Education environment we offer depends largely on the maturity and professionalism of all staff. Therefore, it is expected that all staff members co-operate fully with the Executive Principal, other staff and the College Board in adhering to the policies, teachings and fostering the ethos, culture and traditions of Geelong Lutheran College. Staff are expected to support the Christian ethos of Geelong Lutheran College and to demonstrate courtesy, co-operation and teamwork with fellow members of staff.
Position Overview	The Learning Coaches are assigned to classes and work closely with teachers to support the learning of identified students. This may involve direct support to students or assistance to teachers in the overall integration process. Generally, this assistance will be provided in-class although occasions will occur when individuals and small groups of students will be withdrawn.
Duties and Responsibilities	• Key Tasks and Expectations • Working cooperatively with parents, teachers, students and other aides for the support of students with learning needs • Assisting teachers with the development of independent learning programs • Encouraging and supporting students to do as much as they can for themselves, so they do not become over-reliant on support • Assisting students with their personal organisation and helping them manage lesson/lesson and breaktime/lesson/breaktime transitions • Assisting students by implementing modified learning programs using strategies such as... • Showing them organisational skills • Reinforcing new concepts • Using alternative methods more suited to students' learning strengths • Reading instructions • Re-explaining teacher instructions • Note-taking • Providing explanations • Adapting work to make it accessible • Developing resources suited students' ability level • Redirecting students' attention back to task etc. • Monitoring the specific aims and goals of students' learning plans in association with class/subject teachers, providing feedback to teachers on students' progress • Supporting students in ways to ensure that they are not isolated from their peers or made to appear "different"

	• At all times, working to promote the self-esteem of learning support students • Assisting students with their social interactions by teaching them social skills and discussing with them their social behaviours • Providing specific medical attention and personal care as required • Liaising with class and subject teachers regarding any concerns about a child • Attending excursions and camps • Attending PSG meetings, staff and other meetings as required • Participating in courses and professional development activities as required • Maintaining confidentiality of information • Other additional duties as directed by the Inclusive Education Leader Accountability and boundaries of the Learning Coaches role: Learning Coaches are required to provide support and assistance to students in accordance with College policies and procedures working under the direction of class/subject teachers. Learning Coaches report to the Inclusive Education Leader. The ultimate line of responsibility is to the Executive Principal. Boundaries of the Learning Coaches role: • Preparation of individual learning plans is a teacher responsibility. However, Learning Coaches will be involved in the development of these plans • Learning Coaches are not permitted to supervise entire classes. However, they may work with individual students or small groups of students without direct teacher supervision. • Final responsibility for students' behaviour and progress rests with the class/subject teacher not the Learning Coaches • Learning Coaches are employed to support the learning of identified students. They are not employed as teacher aides. Allocation to other duties may occur periodically under the direction of the Inclusive Education Leader Qualifications and Experience • Certificate III or IV in Education Support or Certificate IV in Disability Support • Current driver's license • Level 2 First Aid certificate • Working with Children Check • National Police Check All applicants should note that this role description is not intended to be a prescriptive document and therefore <i>may</i> evolve as the position develops and forms.
Selection Criteria	<i>These Selection Criteria will form the basis to assess applicants for short-listing and determine the successful candidates. Applicants should address the Selection Criteria in their application.</i> 1. Relevant post-secondary training related to this role and its responsibilities 2. A commitment to the aims and philosophies of Lutheran schooling 3. A commitment to young people and meeting their needs as demonstrated by previous experiences working with children 4. Qualifications and experience relevant to the key tasks and expectations



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	5. Excellent interpersonal skills, and in particular, demonstrated capacity to work well in a team environment, take direction, work toward agreed goals, communicate effectively with fellow staff and students, and form positive relations in the workplace 6. Strong time management and organisation skills, work well under pressure and be able to respond rapidly to change. 7. Ability to work in a team environment and support for the Christian ethos of the College.
Classification	Salary: Lutheran Education (Victorian Schools) Multi Enterprise Agreement 2023 Terms: Part Time Hours: Varied depending on semester timetable Location (Base): Geelong Lutheran College Armstrong Creek

STATEMENT OF COMMITMENT TO CHILD SAFETY

Geelong Lutheran College is committed to being a Child Safe organisation. Geelong Lutheran College has a zero tolerance for child abuse and is committed to acting in children's best interests and in keeping them safe from harm. Geelong Lutheran College regards its child protection responsibilities with the utmost importance and as such, is committed to providing the necessary resources to ensure compliance with all relevant child protection laws and regulations and maintain a child safe culture.

Geelong Lutheran College is an Equal Opportunity Employer