



FRASER HIGH SCHOOL
Te Kura Tuarua o Taniwharau

Job Description

Teacher Aide - Support Centre

DIRECTLY RESPONSIBLE TO

Leader of Learning (LOL) - Support Centre

HOURS:

27 hours per week (Term time only)

KEY RELATIONSHIPS WITH:

Internal: All Staff, Students, Teacher Aides

PRIMARY OBJECTIVE:

Tikanga o te Tuuranga: Hei tautoko i ngaa aakonga kia toro ai te marautanga me te awhina i ngaa kaiako e whakaputaina ai ngaa kaupapa whakaako me ngaa kaupapa ako hoki.

To support students to access the curriculum and assist teachers with the delivery of teaching and learning programmes.

KEY RESULT AREA	OUTCOMES
ACADEMIC SUPPORT	
<ul style="list-style-type: none"> • Support students to ensure they can access the curriculum within a safe and secure environment. • Communicate effectively to assist students to acquire understanding, knowledge and skills. • Strive to have students take ownership of their own learning. 	<ul style="list-style-type: none"> • Students complete all of their assessments • Students sit their externals, if they have external assessments • Students improve their progress towards credit goals • Students are able to understand and reflect to improve their revision and skill set
PASTORAL SUPPORT	
<ul style="list-style-type: none"> • Support students' inclusion in school, amongst peers and take appropriate action to support students' wellbeing. • Respect and accommodate language, heritage and cultures in a multicultural environment. • Respects, accommodates and has some basic knowledge of Maaori language/pronunciation, culture, beliefs, values and heritage • Teacher Aide is developing te reo me ngaa tikanga 	<ul style="list-style-type: none"> • Students are aware of resources within the school to support any pastoral concerns, e.g. Hauora Centre
RESOURCE DEVELOPMENT	
<ul style="list-style-type: none"> • Prepare any resources required by teachers or students eg enlarge print, photocopy, laminating, art supplies for students unable to get them • Make adaptations to lesson plans and resources to ensure learning objectives are achieved and in response to individual students' needs as agreed to by the teacher. 	<ul style="list-style-type: none"> • Students are resourced for their learning in each subject.

IN-CLASS ASSISTANCE

- Assist students to stay on task
- Monitor and observe students
- Work with students under teacher direction on a variety of tasks, eg reading program, making something in workshop, horticulture gardens or shed
- Work with individual students and small groups in a range of subjects
- Supports students with specific health, behavioral, learning and social needs

- Students are engaged in class
- Students understanding of each subject is clearer
- Students improve in the areas they need to

COMMUNICATION

- Work as a team member to establish collegial working arrangements and decision making.
- Undertake professional appraisal and professional development provided at the school and where appropriate at approved courses.
- Build trusting relationships with students and colleagues
- Collaborate with others in their team e.g. Teacher Aides & colleagues

- Access professional development opportunities in school systems.
- Has formed a professional relationship with other teacher aides, staff and key stakeholders

Employee's name: _____ Signed: _____ Date: _____

Leader of Learning's name: _____ Signed: _____ Date: _____