Position Description: TEACHER – Learning Assistance

**Preamble**
Mueller College is a ministry of Mueller Community Church. The College was established in 1990 as a Christian, co-educational day school. Mueller caters for students from a range of backgrounds with an enrolment of 1700 students from Prep-Year 12.

*The aim of Mueller College is to prepare students for life in the world and eternity by applying Biblical principles through excellent education in a distinctly Christian environment.*

Mueller College offers a range of academic and vocational programs suited to the needs of all students.

One of the strengths of Mueller College is the committed and dedicated Christian staff. All staff are committed to both professional and spiritual development, which is part of the weekly schedule for all.

**Role**
A Learning Assistance Teacher is primarily responsible to provide quality support in order to realise the aims of the College as stated in the Mission Statement.

**Accountability**
The Learning Assistance Teacher reports to the Deputy Head of College and may be required to assist in any part of the College as the need arises.

**Personal Attributes**
As a pastoral worker for Mueller Community Church, every employee must have a personal faith and commitment to Jesus Christ and be in regular fellowship and good standing with a local Christian church. Christian qualities must be lived out and exhibited daily. A Learning Assistance Teacher must:

- maintain membership of a local Christian congregation, regular in attendance and in good standing
- ensure that s/he maintains a personal commitment to faith and belief in the Bible, consistent with the Mueller College Statement of Faith
- demonstrate a positive and cheerful approach to life with an engaging manner and personality
- show initiative and creativity
- have a strong work ethic

**Skills and Competencies**
A Learning Assistance Teacher is expected to:

- have a commitment to independent Christian education
- work co-operatively and collaboratively as a member of a team
- have adequate interpersonal, verbal and written communication skills
- work well with youth, be willing to serve, enthusiastic and motivated
Role Expectations
The duties of a Teacher may include a mix of any of the following. This list is not exhaustive however, and other relevant duties may be expected, given they are appropriate to the nature and purpose of the position.

- Be familiar with all documentation provided for students with disabilities in their care (IEPs, Support Plans, Specialist Reports & Assessments)
- Ensure classroom teachers have access to relevant information regarding the support needs of students with disabilities in their classes
- Contribute to the EAP process with classroom teachers and parents
- Keep written evidence of the support provided to students (session notes, notations on planning documents)
- Support classroom teachers in the area of year level intervention through individual or small group support
- Support individual students in the classroom context or withdrawal mode (implementation of adjustments and strategies as documented in the IEP or Support Plan, monitor and provide feedback on student progress)
- Collaborate with YLCs/HODs to make modifications to curriculum for students with disabilities
- Administer diagnostic assessments

Selection Criteria
- Personal attributes relevant to the role
- Statement of Faith
- Academic qualifications
- QCT Registration
- Relevant experience
- Communication skills
- Demonstrated willingness to serve in a Christian school