

## Teacher Aide

<b>Team</b>	AQ School
<b>Location</b>	Brighton, Brightwater, Cairns, Mackay, Rockhampton & Sunnybank Hills
<b>Manager</b>	Head of Campus

### Purpose

The purpose of this position as Teacher Aide is to support teachers and allied health professionals providing quality teaching and therapy services to autistic children.

### Responsibilities

- Support the Teacher in the design, preparation and implementation of class programs and routines including adjustments needed for individual students.
- Initiate cooperative, positive, and flexible student engagement throughout a variety of session activities and tasks under the supervision of the Teacher.
- Assist in the supervision of children in the playgrounds before classes commence and during recesses and lunch breaks, including rostered playground duty.
- Assist other AQ staff in maintaining a safe and secure learning environment for students in all areas of AQ premises and transport.
- Assist the Teacher by following their directions implicitly and asking for further clarification if required.
- Actively develop and/or improve own understanding of autism through accessing AQ resources and on-the-job training.
- Actively contribute as a member of the AQ School team which includes attending and participating in staff or team meetings.

### Key Performance Indicators (KPIs)

- Class programs and routines are implemented.

- Accurate student records are maintained detailing student needs and updates on programs as required by the Teacher.
- Input provided to Teacher for reports on student progress as and when required.
- Attendance at all training and development sessions is recorded.
- All contact with students and their families is documented.
- Compliance with Autism Queensland policies and procedures.

## Requirements

### Qualifications:

- Certificate III in Education Support or equivalent relevant experience.

### Experience:

- Experience with delivering programs which may include activities of daily living, and engagement, regulation and or wellbeing supports.

### Skills knowledge & capabilities:

- Demonstrated ability to work autonomously and in a multi-disciplinary team.
- Ability to communicate effectively interpersonally, verbally and in writing.
- Ability to follow directions.
- Proven organisational and planning skills.
- Enthusiastic about the provision of quality services to autistic children.
- Proven effectiveness in supporting children with diverse needs.

### Additional requirements:

- Term-time position with annual Leave to be taken in school holiday periods.
- Blue Card (WWCC paid workers).
- Current, recognized Provide First Aid including Provide CPR qualification.
- Certificate of Completion in NDIS Worker Orientation Module “Quality Safety and You.”