

Teacher Aide

Team	AQ School
Location	Brighton, Brightwater, Cairns, Mackay, Rockhampton & Sunnybank Hills
Manager	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.”