

Teacher Aide Distance Education

Team	AQ School Sunnybank
Location	Sunnybank
Manager	Head of Campus

Purpose

The purpose of this position as Teacher Aide is to support teachers and allied health professionals in the provision of quality teaching and therapy services to autistic children via the distance education program.

Responsibilities

- Support the teacher in the design, preparation and implementation of personalised online learning programs for each child in the class or program.
- Initiate cooperative, positive, and flexible student engagement throughout a variety of online sessions, activities and tasks under the supervision of the teacher and or therapist.
- Assist other AQ staff in maintaining a safe and secure learning environment for students.
- Assist the Teacher by following his/her 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.
- Attend and participate in staff meetings and professional development.

Key Performance Indicators (KPIs)

- Personalised programs are implemented for all students.
- Competencies within both personal use and supporting student use of technology evident.

- Accurate student records are maintained detailing student needs and updates on programs as required by the teacher.
- Input provided to teacher and or other interdisciplinary team members for reports on student adjustments and progress as and when required.
- Attendance at / completion of all training and development sessions is documented.
- All contact with students and their families is documented.

Requirements

Qualifications:

- Minimum Certificate III in Education Support (or other relevant equivalent qualification).

Experience:

- Experience with use of technology to support learning e.g., use of Microsoft applications.
- Experience with educational programs or within a school setting.

Skills knowledge & capabilities:

- Demonstrated ability to work autonomously and within an interdisciplinary team.
- Ability to communicate effectively, verbally and in writing.
- Enthusiastic about the provision of quality services to autistic children.
- Proven effectiveness in supporting children with diverse learning needs.

Additional requirements:

- Term-time position with annual leave to be taken in school holiday periods.
- Blue Card (WWCC paid workers).
- Certificate of Completion in NDIS Worker Orientation Module 'Quality Safety and You'.

Last Reviewed

29/11/2024