



## **JOB DESCRIPTION**

**Job Title:** Learning Support Practitioner

**Responsible to:** Programme Manager

**Salary:** Hourly rate of £11 - £13 per hour (to be reviewed at probation)

**Hours of work:** 12 - 24 (term time only)

**Contract Length:** This post is fixed term until July 2025 in the first instance.

**Location:** Learn2 Cornwall, Great Bosulow, Penzance

### **Overview of role:**

This role will be working in various environments, such as the classroom and on work experience as well as being out and about. All students have learning disabilities and therefore require support in many different areas including reading and writing, breaking down tasks and activities, maintaining focus and encouraging engagement as well as many more. We are on the lookout for positive, active staff to offer a wide variety of interests which may also interest our students. Hobbies such as IT/gaming, practical handy skills, arts & crafts and any others you may want to share with us would be advantageous.

### **Main duties and responsibilities**

1. Support learners both in the classroom and at work.
2. Develop and maintain effective relationships with learners that promotes learning and development.
3. Work with students to identify interests and goals and designing activities that help them to meet these.
4. Support tutor and facilitate learning independently when required.
5. Coordinate activities and experiences that meet the needs of a small group of students when required.
6. Keep the Tutor informed about the progress and needs of students supported.
7. Transport students to activities and experiences, therefore full driving licence and use of a car is essential.
8. Be able to transport learners to both their education provision and work experience if required
9. Provide opportunities for groups of young people with learning disabilities to meet together and enjoy extracurricular activities.
10. Monitor student participation, enjoyment and progress and report any problems to the tutor.

11. Promote an inclusive environment across the programme.
12. Attend team meetings as required
13. Work as part of a team to ensure that the well-being, behaviour and personal development of students enhances learning opportunities and life skills.
14. Participate in appraisal and professional development as appropriate.
15. Understand and apply Learn2 Cornwall policies.
16. Carry out duties with regard to equal opportunities, safeguarding, prevent, health and safety and quality assurance.
17. Any other duties that the Managing Director may, from time to time, ask the post holder to perform.
18. Maintain confidentiality inside and outside the workplace
19. Driving is essential as is business insurance.
20. Complete and maintain professional CPD log in order to improve your skills, including those outside of mandatory requirements.

*This job description outlines your main tasks and responsibilities but you may be asked to undertake further duties when necessary*

Signed: .....

Dated: .....